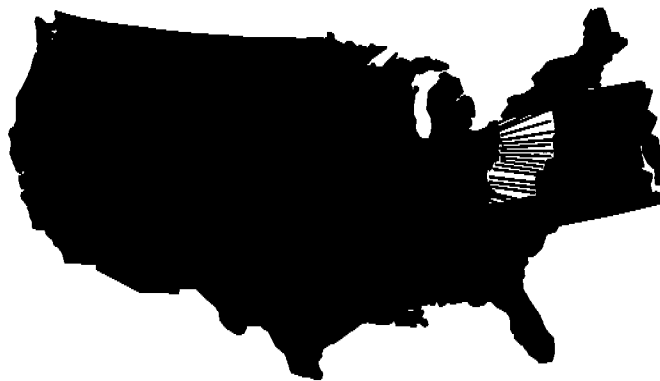


**COMMANDER,
NAVY REGION, MID-ATLANTIC**

**NAVY ON-SCENE COORDINATOR
OIL & HAZARDOUS SUBSTANCES
POLLUTION CONTINGENCY PLAN**



October 2001

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Chapter 1

SPILL NOTIFICATIONS AND EMERGENCY PROCEDURES

1.1 INTRODUCTION

This Chapter consists of three sections: Section 1.2 provides Emergency Response Action Checklists for COMNAVREG MIDLANT, the NOSC Command Staff, and the Operations, Planning, Logistics and Finance Section Heads. Section 1.3 identifies the minimal emergency notifications that COMNAVREG MIDLANT must make, or verify were made, following notification of a spill event in the Area of Responsibility (AOR). Section 1.4 provides the actual spill notification forms for ready reference.

As soon as COMNAVREG MIDLANT is contacted of a spill event within the AOR, turn to Section 1.2, and begin completing the actions on the NOSC emergency action checklists. In completing the appropriate checklist, refer to Section 1.3 for specific guidance on notifying the chain of command and the Federal and state authorities of the spill event.

When activated, NOSC spill management team personnel shall immediately begin completing their respective checklists located in Section 1.2.

The emergency notification and response action checklists are intended to provide "stand alone" guidance for responding to the initial, or emergency phase of spills. In general, these checklists are most useful in the first 12 to 24 hours of a spill event, or up until the issuance of the first Incident Action Plan which establishes strategic goals and objectives for the next operational period of the response.

Chapters 2 through 9 and Appendices A through P provide additional guidance for managing spill events beyond the initial emergency phase of the response.

1.2 EMERGENCY RESPONSE ACTION CHECKLISTS

The following checklists provide initial emergency response guidance for managing oil discharges and hazardous substance releases.

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The following checklist identifies the responsibilities and actions the NOSC, also called the "Incident Commander", should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Navy On-Scene Coordinator (NOSC) | | |
|---|--|--|
| Check (X) appropriate actions when completed | | |
| Initial Assessment | | Gather basic spill information to determine appropriate level of response. |
| | | ♦ Can area be safely approached? |
| | | ♦ Is evacuation appropriate? |
| | | ♦ Is the source of the spill controlled? |
| | | ♦ Has the Immediate Response Team been activated? |
| | | Are additional Spill Management Team personnel required? |
| Notifications | | Verify that notifications have been made (see Section 1.3). |
| Additional Resources | | Assess potential need for additional response resources. |
| | | ♦ Has funding authority been established? |
| | | ♦ Determine staging area. |
| | | ♦ Establish forward command post, if appropriate. |
| Command Center | | Activate Emergency Operations Center. |
| | | ♦ Determine security requirements. |
| | | ♦ Establish check-in procedures. |
| Integration | | Reassess spill, and integrate response organizations/staff. |
| Priorities | | Establish priorities, and disseminate to staff. |

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The following checklist identifies the responsibilities and actions the Deputy NOSC, also called the "Deputy Incident Commander", should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Deputy NOSC (also called Deputy Incident Commander) | | |
|--|--|--|
| Check (X) appropriate actions when completed | | |
| Notifications | | Make initial contact with the NOSC to determine initial actions (i.e., convene to go on site, etc.). |
| Assist NOSC | | Assist NOSC in the following, as required: |
| | | ◆ Initial site assessment. |
| | | ◆ Activation of Emergency Operation Ctr. |
| | | ◆ Establishment of forward Command Post |
| | | ◆ Initial briefing of Command Staff. |
| | | ◆ Identification of Navy ICS Section Chiefs |
| | | ◆ Mobilization of response resources. |
| Determine Priorities | | Coordinate response priorities with NOSC, FOSC, and State OSC and ICS Section Chiefs. |
| Schedule Unified Command meeting | | Identify time and place for first Unified Command meeting. |
| Review Site Safety | | Review Site Safety Plan. |

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The following checklist identifies the responsibilities and actions the Public Affairs Officer should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Public Affairs Officer (PAO) | | |
|---|--|--|
| Check (X) appropriate actions when completed | | |
| Initial Assessment | | Gather initial spill information useful for an initial press release. |
| | | ◆ Obtain briefing from NOSC or Deputy NOSC. |
| | | ◆ Obtain briefings from Legal, Safety, Government Liaison. |
| | | ◆ Obtain briefings from Operations and Planning Section Heads. |
| Notifications | | Notify the following, as appropriate: |
| | | ◆ Activity PAO. |
| | | ◆ PAOs of Federal and State OSCs. |
| | | ◆ Command PAO Staff. |
| | | ◆ Applicable NAVINFO Office. |
| | | ◆ Press officials, as appropriate. |
| PAO Command Center | | Activate/mobilize PAO staff. Select location and establish JIB/JIC. |
| Press/Media Location | | Establish press room. |
| News Releases | | Issue initial press release as quickly as possible. Issue "Good News" package on Navy prevention/response program. |

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The following checklist identifies the responsibilities and actions the Safety Officer should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Safety Officer | | |
|---|--|---|
| Check (X) appropriate actions when completed | | |
| Initial Assessment | | Gather basic spill information to determine immediate health and safety hazards to responders and public. |
| | | ♦ Rescue/medical treatment required for any personnel in or around incident? |
| | | ♦ Can responders safely go in? |
| | | ♦ Can hazard source be abated? |
| Evacuation | | Coordinate evacuation with Disaster Ops Officer, if required. |
| Notifications | | Notify/Contact activity site safety manager, initial responders (IRT or Fire Dept.), local health officials, Medical Unit Leader. |
| Additional Resources | | Assess need for the mobilization of additional health and safety personnel. |
| Safety Zones | | Establish safety zones, in coordination with Site Security. |
| Site Safety | | Conduct site safety briefings for all response personnel. Determine need and level of personnel protection. Issue initial site safety plan. Verify HAZWOPER training. |

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The following checklist identifies the responsibilities and actions the Government Liaison should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Government Liaison | | |
|---|--|---|
| Check (X) appropriate actions when completed | | |
| Initial Assessment | | Gather basic spill information to be able to brief impacted/interested state and local organizations. |
| | | ♦ Can the area be safely approached? |
| | | ♦ What are the health concerns? |
| | | ♦ What are the potential environmental impacts? |
| | | ♦ What are the potential property/ economic impacts? |
| | | ♦ Can the source of the spill be secured? |
| | | ♦ Is response equipment on scene or en route? |
| Notifications | | Notify anticipated impacted/interested parties. |
| Communication | | Establish effective lines of communication with impacted/interested parties. Consider: |
| | | ♦ Regularly scheduled meetings/briefing. |
| | | ♦ Periodic (i.e. twice daily) reports. |
| | | ♦ Routine updates by phone. |
| | | ♦ Advising local officials of method of communication with Unified Command |
| Briefings | | Brief the following on liaison actions/issues: |
| | | ♦ NOSC, Deputy NOSC, PAO, Legal and Safety, Planning Section Chief and Unit Leaders, as applicable. |
| | | ♦ Provide PAO with a list of local contacts |
| | | ♦ Assist PAO in escorting VIPs, DVs and local officials to spill site, if required |

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The following checklist identifies the responsibilities and actions the Legal Officer should perform during the emergency phase of the spill incident.

| NOSC Emergency Action Checklist Legal Officer | | |
|--|--|--|
| Check (X) appropriate actions when completed | | |
| Initial Assessment | | Gather basic spill information to identify/anticipate legal issues that may arise. |
| Notifications | | Notify local/regional Navy JAG and Admiralty Law of anticipated legal issues. |
| Additional Resources | | Determine initial need for additional legal support. Consider establishing a Claims Unit Leader under Finance to receive claims as they come in. |
| Legal Advice | | Provide NOSC, PAO, Safety Officer and Section Chiefs legal advice relative to spill cleanup, media relations, contracts and claims. |
| NRDA | | Monitor NRDA actions and report key developments to NOSC, Planning Section Chief and Legal Chain of Command. |

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The following checklist identifies the responsibilities and actions that the Operations Section Chief should perform during the emergency phase of the spill incident.

| Recommended Actions During Emergency Phase Checklist for: <u>Operations Section</u> | | |
|--|--------------------------|---|
| Check (X) recommended actions as accomplished. | | |
| Notify Key Section Members | <input type="checkbox"/> | Recovery and Protection Branch Director |
| | <input type="checkbox"/> | Planning Section Chief |
| | <input type="checkbox"/> | Logistics Section Chief |
| | <input type="checkbox"/> | Finance/Admin Section Chief |
| Assess Situation | <input type="checkbox"/> | Obtain as much information as possible from on-scene personnel and develop initial estimates for manpower, equipment, and material needs. |
| | <input type="checkbox"/> | Determine status of spill control and containment actions. |
| | <input type="checkbox"/> | Identify safety officer and ensure health and safety of on-scene personnel is being addressed. |
| | <input type="checkbox"/> | Update spill volume estimate (How was it determined? soundings, tank level indicator, based on pumping time, guess, etc.). |
| | <input type="checkbox"/> | Update spill trajectory projections, using any of the following: ♦ Tide and current information/predictions; ♦ Overflight information; ♦ Other observations of spill movement. |
| | <input type="checkbox"/> | Develop initial estimate of environmental impact/damage. |
| | <input type="checkbox"/> | Establish communications with Federal On-Scene Coordinator rep and discuss: ♦ Initial assessment information, ♦ Response actions underway and planned actions. |

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| Recommended Actions During Emergency Phase Checklist for: <u>Operations Section</u> (cont.) | | |
|--|--|---|
| Assess Situation (cont.) | | Mobilize/request additional response resources as needed: ♦ Salvage and Rescue, ♦ Firefighting, ♦ HAZMAT |
| | | Ensure establishment of forward command/communication center, if appropriate. |
| | | Provide situation report to NOSC; include needs/recommendations for mobilization of additional resources, such as: ♦ BOA contractors; ♦ SUPSALV; ♦ USCG Strike Teams, etc. |
| Brief Operations Section | | Communicate with other Section Chiefs to pass on requests for support, and obtain additional information from other sections, as needed. |
| | | Establish objectives for Operations Section and select appropriate strategies. |
| | | Brief branch leaders and make specific assignments. |
| | | Prepare and post Operations Section organizational chart. |
| | | Provide weather forecast. |
| | | Instruct branch leaders to review response methods and sensitive area information identified in the applicable Area Contingency Plan and/or Facility Response Plan. |
| | | Instruct branch leaders to observe the Health & Safety Plan. |

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The following checklist identifies the responsibilities and actions that the Planning Section Chief should perform during the emergency phase of the spill incident.

| Recommended Actions During Emergency Phase Checklist for: <u>Planning Section</u> | | |
|--|--|---|
| Check (X) recommended actions as accomplished. | | |
| Notify key section members | | Resources Unit Leader |
| | | Documentation Unit Leader |
| | | Environmental Unit Leader |
| Attend briefing | | Get as much information as possible about the characteristics of the spill and trajectory. |
| | | Start an information log and continue to record information/status as the incident develops. |
| | | Ascertain specific planning and environmental requirements. |
| Notify technical specialists | The following notifications should be made to provide a "heads up" for technical specialists who may be needed to assist the planning section as the incident develops. Specialists should have expertise in the following areas: sampling and monitoring; trajectory analysis; oil spill modeling; location of sensitive areas and resources; and special response resources. | |
| | | Scientific Support Coordinator (NOAA): Sky Pager 1-800-759-8888 SST Duty Officer (206) 526-6317 MD/VA: Gary Ott (757) 856-2755; Pgr 757-579-8816 DE/PA: Ed Levine (212) 668-6428 Sky Page PIN 5798815 WV/PA: Jason Maddox (216) 522-7760 SkyPagePIN 5798813 |
| Brief planning section | | Update unit leaders on situation and make specific assignments. |
| | | Prepare and post Planning Section organizational chart. |
| | | Establish information requirements and reporting schedules. |

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| Recommended Actions During Emergency Phase Checklist for: <u>Planning Section</u> (cont.) | | |
|--|--|---|
| Consider alternat ive response methods | | Determine if <i>in situ</i> burning is viable. Consult with SSC to determine environmental feasibility. Contact Federal and State OSCs. |
| | | Determine if the use of bioremediation is viable. Consult with SSC to determine environmental feasibility. Contact Federal and State OSCs. |
| | | Determine if the use of dispersants is viable. Consult with SSC to determine environmental feasibility. Contact Federal and State OSCs. |
| Develop Incident Action Plan | | The following resources should be available to identify protection strategies, sensitive areas, and available resources when developing the incident action plan. |
| | | ♦ Local Navy facility response plan |
| | | ♦ Area Contingency Plan |
| | | ♦ NOSC plan |
| | | ♦ State plans which identify economically and environmentally sensitive areas (e.g. ESI maps) |
| | | Coordinate development of Incident Action Plan with Operations Section Chief by obtaining information on operations performed during the emergency phase of the incident. |
| | | Ensure all information on spill incident is collected, analyzed, evaluated, and disseminated to the appropriate response parties as the plan is developed. |
| Identify special permit- ting arrange- ments | | Advise NOSC on all environmental issues relating to response operations. |
| | | Supervise the compilation of environmental information necessary to obtain regulatory agency approvals. |
| | | Document all regulatory agency contacts and report them to NOSC. |

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The following checklist identifies the responsibilities and actions that the Logistics Section Chief should perform during the emergency phase of the spill incident.

| Recommended Actions During Emergency Phase Checklist for: <u>Logistics Section</u> | | |
|---|--------------------------|---|
| Check (X) recommended actions as accomplished. | | |
| Notify key section members | <input type="checkbox"/> | Communications Unit Leader |
| | <input type="checkbox"/> | Support Branch Director |
| | <input type="checkbox"/> | Service Branch Director |
| | <input type="checkbox"/> | Medical Unit Leader |
| | <input type="checkbox"/> | Ground Transportation Unit Leader |
| | <input type="checkbox"/> | Supply Unit Leader |
| Assess situation | <input type="checkbox"/> | Get as much information as possible. Start an information log and continue to record information/status as the incident develops. Ascertain specific health and safety requirements (i.e. some workers/equipment operators may require HAZWOPER training before they will be allowed to participate in the clean up operation). |
| Brief Logistics Section | <input type="checkbox"/> | Brief unit leaders and make assignments. |
| | <input type="checkbox"/> | Prepare and post Logistics Section org chart. |
| | <input type="checkbox"/> | Prepare and post resource tracking charts. |
| Brief unit leaders | <input type="checkbox"/> | Instruct unit leaders to review resources identified in the NOSC Plan. |
| | <input type="checkbox"/> | Instruct unit leaders to review resources identified in the Area Contingency Plan. |
| | <input type="checkbox"/> | Identify necessary staging areas. |
| | <input type="checkbox"/> | Identify potential requirements for BOA contractors, if they are activated. |
| | <input type="checkbox"/> | Brief unit leaders on the importance of documenting all requirements, contacts, and resourcing arrangements. A good paper trail will facilitate prompt answers to follow-up inquiries. |

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| Recommended Actions During Emergency Phase Checklist for: <u>Logistics Section</u> (cont.) | | |
|---|--|--|
| Track the following information | | Identify and track; equipment, personnel, services, etc. ♦ Mode of shipment. ♦ Location and date of intermediate stops. ♦ Date due at final destination. ♦ Location of final destination. |
| | | ♦ Accurate and up-to-date info on the type, qty, and availability of eqp't & mat'ls. ♦ The condition (new, reconditioned, or used) of equipment and materials. ♦ The terms and conditions of the purchase, lease, or rental of equipment and mat'ls. ♦ Whether additional eqp't or mat'ls are necessary to make requested equipment fully operational. ♦ The availability of technicians to explain or maintain equipment. ♦ The availability of spare parts. |
| Identify special resources as required | | Evacuation vessels. |
| | | Communications equipment. |
| | | Berthing and/or housing arrangements. |
| | | Food and potable water. |
| | | Sanitary facilities. |
| | | Fuel for mobile equipment. |
| | | Waste handling and temporary storage. |
| | | Security services. |
| Identify team members to perform the following tasks | | Ensure that an overall inventory is maintained for all equipment materials purchased, rented, borrowed, or otherwise obtained during the response operations. |

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| | | |
|--|--|--|
| | | Ensure that programs are in place to inspect and service equipment; obtain and store spare parts; and repair or replace damaged equipment. |
|--|--|--|

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The following checklist identifies the responsibilities and actions that the Finance Section Chief should perform during the emergency phase of the spill incident.

| Recommended Actions During Emergency Phase Checklist for: <u>Finance Section</u> | | |
|---|--------------------------|--|
| Check (X) recommended actions as accomplished. | | |
| Notify key section members | <input type="checkbox"/> | Compensation/Claims Unit Leader |
| | <input type="checkbox"/> | PWC Cost/Time Tracking Unit Leader |
| | <input type="checkbox"/> | Navy/Other Gov't Agencies Cost/Time Tracking Unit Leader |
| Attend briefing | <input type="checkbox"/> | Get as much information as possible. Start an information log and continue to record information/status as the incident develops. Ascertain specific finance requirements. |
| Brief Finance Section | <input type="checkbox"/> | Brief unit leaders and make specific assignments. |
| | <input type="checkbox"/> | Prepare and post Finance Section organizational chart. |
| | <input type="checkbox"/> | Prepare and post funding and obligations tracking charts. |
| Brief unit leaders | <input type="checkbox"/> | Instruct unit leaders to review financial procedures identified in the NOSC Plan. |
| | <input type="checkbox"/> | Instruct unit leaders to review financial procedures identified in the Area Contingency Plan. |
| | <input type="checkbox"/> | Identify necessary initial funding limitation. |
| | <input type="checkbox"/> | Instruct unit leaders to maintain cumulative cost/financial records. |
| | <input type="checkbox"/> | Brief unit leaders on the importance of documenting all requirements, contacts, and resourcing arrangements. A good paper trail will facilitate prompt answers to follow-up inquiries. |

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| Recommended Actions During Emergency Phase Checklist for: <u>Finance Section</u> (cont.) | | |
|---|--|--|
| Track the following information | | Track the following information regarding services, equipment, personnel, etc. <ul style="list-style-type: none"> ◆ Date funded. ◆ Date funds committed. ◆ Date obligation incurred. ◆ Information on the type and quantity of equipment and materials funded. ◆ The terms and conditions of the purchase, lease, or rental of eqp't and materials. ◆ Dates when payments are due. |
| Begin efforts to ID any special financial arrangements | | Potential TYCOM financial liability if incident exceeds local activity mission funding levels. |
| | | Potential Fleet Cdr financial liability if incident exceeds TYCOM funding availability. |
| | | Potential reimbursement of local, state, or federal agencies. |
| Identify team members to perform the following tasks | | Ensure that an overall accounting is maintained for all equipment materials purchased, rented, borrowed, or otherwise obtained during the response operations. |
| | | Ensure that programs are in place to document actual use of materials and manpower by contractor personnel. |
| | | Coordinate the NOSC's claims and compensation personnel to establish a system for the receipt, evaluation, and processing of all claims against the government. |
| | | Develop & administer cash accounts as req'd. |
| | | Identify & obtain technical experts to assist in identifying damage assessment costs. |
| | | Function as internal auditors to ensure proper documentation of all expenditures. |

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1.3 NOTIFICATIONS

In the event of a spill within COMNAVREG MIDLANT AOR, the incident must be reported promptly to appropriate Navy, Federal, state, and local authorities. Table 1.1 is provided as a comprehensive checklist for the NOSC in the event of an oil or hazardous substance spill within the AOR. Additional notification lists may be found in Appendix A, "Notification Directories". Notification requirements and examples of notification procedures for various spill scenarios may be found in Appendix B, "Notification Requirements and Report Forms".

| Table 1.1: NOSC Notifications and Verifications for OHS Spills (or Substantial Threats of OHS Spills) | | |
|--|---|---|
| NOSC Action | Notification Made by | Contact |
| Mandatory Federal Contacts | | |
| <input type="checkbox"/> National Response Center (NRC) • If NRC has not been notified, notify immediately. | <input type="checkbox"/> NOSC <input type="checkbox"/> CNRMA CDO <input type="checkbox"/> FIC <input type="checkbox"/> Vessel <input type="checkbox"/> Activity | NRC: (800) 424-8802 (202) 267-2675 NRC Case # _____ |
| <input type="checkbox"/> CNRMA CDO | <input type="checkbox"/> NOSC <input type="checkbox"/> CNRMA CDO <input type="checkbox"/> FIC <input type="checkbox"/> Vessel <input type="checkbox"/> Activity | (757) 403-7370 (cell) (757) 521-9587 (pgr) |
| <input type="checkbox"/> CNRMA Operations | | (757) 322-2791/2 |
| <input type="checkbox"/> CNRMA PAO | | (757) 322-2853 (757) 322-2858 |
| <input type="checkbox"/> Area Environmental Coordinator/Major Claimant: | | CINCLANTFLT: (757) 836-5120/6938 Fax: (757) 836-7439 |

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| Federal Contacts (Not Mandatory) | |
|--|---|
| USCG COTP (Coastal spills) • Verify notification of FOSC immediately in the event NRC cannot be notified. | USCG COTP/FOSC Baltimore: (410) 962-5105 Buffalo: (716) 846-4154 Hampton Roads: (757) 441-3298 Huntington: (304) 529-5524 Philadelphia: (215) 271-4883 Pittsburgh: (412) 644-5808 National Strike Force Coordination Center (252) 331-6001 Atlantic Strike Team (609) 724-0008 |
| Regional Response Center for EPA Region III | RRC Region III: (215) 814-9016 |
| Federal natural resources threatened. • Verify applicable trustee(s) have been notified. | Department of Defense: Army Corps of Engineers: N. Atlantic Division: (212) 264-7091 Baltimore Division: (410) 962-2013 U.S. Navy: (757) 444-3009 x-386 U.S. Army/Ft. Meade: (301) 677-4805/4827 Department of Interior: (215) 597-5378 Department of Commerce: NOAA Coastal Resource Coordinator: (215) 597-3636 NOAA HAZMAT Liaison: (202) 267-6120 Department of Agriculture: Northeast Area State & Private Forestry: (302) 239-6745 Department of Energy: Brookhaven Lab (for DE, MD, and PA): (516) 282-2200 Oak Ridge Operations Office (for VA, WV, and DC): (615) 576-1005 |
| If protected marine species threatened, ensure (NOAA) is contacted. | National Oceanic and Atmospheric Administration (NOAA) Coastal Resource Coordinator: (215) 597-3636 NOAA HAZMAT Liaison: (202) 267-6120 |

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| Federal Contacts (Not Mandatory) Cont'd | |
|---|--|
| If wildlife or wetlands are threatened, verify and/or contact Fish and Wildlife Service. | U.S. Fish and Wildlife Service: (413) 253-8613 Other FWS Office: _____ Dept of the Interior: (215) 597-5378 |
| Regional and State Contacts | |
| District of Columbia Contacts | Mayor's Command Center: (202) 727-6161 Office of Emerg. Preparedness: (202) 727-6161 Fire Dept. HAZMAT Response Team: (202) 673-3348 |
| State of Delaware Contacts | Dept. of Natural Resources and Environmental Control (DNREC): (302) 739-4403 DNREC Notification: (302) 739-5072 |
| State of Maryland Contacts | Department of the Environment: (301) 974-3551 |
| Commonwealth of Pennsylvania Contacts | Department of Environmental Resources: (800) 541-2050 |
| Commonwealth of Virginia Contacts | Department of Emergency Services: (804) 674-2400 24 hr 1-800-468-8892 Dept of Environmental Quality (757) 518-2000 |
| State of West Virginia Contacts | Division of Environmental Protection: (800) 642-3074 |
| Tribal natural resources threatened. | Tribe _____ Tel: _____ |
| <input type="checkbox"/> State Emergency Response Commission <input type="checkbox"/> Not applicable • Verify the SERC for HS and EHS releases under EPCRA has been notified. | SERC for State of _____: Tel: _____ (SERC) Contact: _____ |

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| Local Contacts | | |
|---|---|--|
| <input type="checkbox"/> Local Authority • Verify local authority has been notified (if required by local statutes for oil or HS spills) | <input type="checkbox"/> NOSC <input type="checkbox"/> CNRMA CDO <input type="checkbox"/> FIC <input type="checkbox"/> Vessel <input type="checkbox"/> Activity | Local Authority Contact): Tel: _____ |
| <input type="checkbox"/> Local Emergency Planning Commission <input type="checkbox"/> Not applicable • Verify the LEPC for HS and EHS releases under EPCRA has been notified. | <input type="checkbox"/> NOSC <input type="checkbox"/> CNRMA CDO <input type="checkbox"/> FIC | LEPC Contact _____: Tel: _____ |

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| NOSC Notifications and Verifications for OHS Spills (or Substantial Threats of OHS Spills) | |
|--|---|
| NAVY RESPONSE ASSETS | |
| PWC Norfolk: Call for emergency response assistance as required. | PWC CDO Cellular 650-4147 PWC Duty Supervisor (Cell) 650-4148 |
| If needed, alert USN SUPSALV of impending request for support at earliest opportunity. Type of support include: <ul style="list-style-type: none"> • Strike Team • Navy Assist Team • Special Forces SUPSALV Cheatham Annex Lloyd Saner (757)888-0278 | For informal liaison and to alert SUPSALV of impending request and support required: (703) 607-2758 [SUPSALV duty hours] NAVSEA Duty Officer (703) 602-7527 To officially request SUPSALV support: (703) 695-0231 |
| If required activate BOA Contractor | To activate the BOA, contact Keith Simmons, LANTDIV Contracts (757) 757-322-4146 |
| Adjacent NOSC(s): Commander, Submarine Group Two [CT, ME, MA, NH, NJ, NY, RI, VT] Commander, Naval Base Jacksonville [AL, FL, GA, KY, MS, NC, SC, TN] Commander, Naval Training Center Great Lakes [IL, IN, MI, MN, OH, WI] <input type="checkbox"/> Not applicable • Verify adjacent NOSC has been notified if discharge can cross NOSC boundaries. | COMSUBGRU Two (Groton, CT): (860) 694-3976 Fax: (860) 694-3699/2217 CNRSE Jacksonville (Jacksonville, FL): (904) 542-5218/5000 Fax: (904) 542-2414 NTC Great Lakes (Great Lakes, IL): (847) 688-5999 x-57 Fax: (847) 688-2319 |

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| NOSC Notifications and Verifications for OHS Spills (or Substantial Threats of OHS Spills) | |
|--|---|
| Other Contacts | |
| If public drinking water intake is threatened, ensure proper authority is contacted. | Water authority affected: _____ Tel: _____ See App. A for water authorities. |
| If Public-Owned Treatment Works (POTW) plant threatened, ensure affected authority is contacted. | POTW affected: _____ Tel: _____ See Appendix A for POTW contacts. |
| If public health emergency exists or may occur, contact Regional Response Team Department of Health and Human Services Representative. | Department of Health & Human Services ATSDR: Tel: (215) 597-7291 |
| If incident presents or may present a MAJOR disaster, contact Federal Emergency Management Agency (FEMA) and Navy Disaster Preparedness Officer. | FEMA: (202) 646-4600 CNRMA Disaster Preparedness Officer: (757) 322-2859 |
| If incident has or can come to the attention of the media or public, ensure the base PAO is contacted. | CNRMA Public Affairs Officer: (757) 322-2853 |
| If traffic control/crowd control/security is required, contact police and/or security forces. | Station/Base Police or Security: Tel: _____ |
| Alert/activate the NOSC response staff. Activate the operations center. | Operations Ctr OIC: Tel: _____ See App. A for NOSC Response Staff telephone numbers. |

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1.4 SPILL RESPONSE NOTIFICATION FORM

National Response Center 1-800-424-8802

Note: It is not necessary to wait for all information before
calling the NRC

| SPILL RESPONSE NOTIFICATION FORM | |
|----------------------------------|--|
| REPORTER INFORMATION | |
| Reporter's Name | Last: |
| | First: |
| Reporter's Phone # | Tel: () - |
| Company | |
| Organization Type | |
| Position | |
| Address | Street: |
| | City: |
| | State: |
| | Zip Code: |
| Materials Released? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Confidential? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Time Call Received | (use 24 hour time) |

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| INCIDENT DESCRIPTION | |
|--|--|
| Source and/or Cause of Incident | |
| | |
| | |
| Date | |
| Time of Incident | (use 24 hour time) |
| Incident Address/Location | |
| | |
| Nearest City | |
| County | |
| State | |
| Zip Code | |
| Container Type | |
| Tank Capacity (include units) | |
| Facility Latitude | ____ Degrees ____ Minutes ____ Seconds |
| Facility Longitude | ____ Degrees ____ Minutes ____ Seconds |
| Weather Conditions | |
| Material Released? <input type="checkbox"/> YES <input type="checkbox"/> NO Extremely Hazardous Substance? <input type="checkbox"/> YES <input type="checkbox"/> NO | CHRIS Code: |
| | Substance/Chemical Name: |
| | Quantity of Release and/or Time, Duration, and Flow Rate of Release (include units): |
| | Material Released into Water? <input type="checkbox"/> YES <input type="checkbox"/> NO |
| | Qty Released into Water: (include units) |

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| RESPONSE ACTIONS | |
|---------------------------------------|--|
| Actions Taken to Correct Incident | |
| | |
| | |
| | |
| | |
| | |
| Actions Taken to Control Incident | |
| | |
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| Actions Taken to Mitigate Incident | |
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| IMPACT | |
|---|--|
| Number of Injuries | |
| Number of Deaths | |
| Evacuation(s) Required? | <input type="checkbox"/> YES <input type="checkbox"/> NO Number Evacuated: |
| Was There Any Damage? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Damage in Dollars (estimated) | |
| Medium Affected | |
| Description of Effect, Including Any Known or Anticipated Acute or Chronic Health Risks (See MSDS) | |
| Additional Information | |
| Any Information About the Incident Not Recorded Elsewhere in This Report to Include, if Appropriate, Information Regarding Medical Attention Necessary for Exposed Individuals and Proper Precautions to Take as a Result of Spill or Release | |
| | |
| | |
| | |
| | |

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Chapter 2

PLAN SCOPE AND RESPONSIBILITIES

2.1 CONTINGENCY PLAN OBJECTIVES

This plan sets forth the procedures, as directed by the Environmental and Natural Resource Protection Manual, (OPNAVINST 5090.1B) to direct and coordinate response to oil discharges and hazardous substance (HS) releases from Navy vessels and facilities which pollute, or have the potential to pollute, the environment in the COMNAVREG MIDLANT AOR.

2.2 RESPONSE PRIORITIES

Response operations conducted under this plan shall be in accordance with the priorities established by the National Oil and Hazardous Substance Pollution Contingency Plan (NCP) (40 CFR 300):

- (1) Safety of human life, including search and rescue in the area of the discharge, evacuation of danger zones, and the assurance of safety of response personnel.
- (2) Stabilization of the situation to preclude the event from worsening. Stabilization includes saving the vessel, securing the source of the discharge, and/or removing remaining oil from the source container to preclude greater discharge, and minimizing the impact on the environment.
- (3) Protection of environmental resources by using all necessary containment and removal tactics in a coordinated manner to ensure a timely, effective response that minimizes adverse impacts to the environment.

These priorities should be addressed concurrently where possible, while recognizing the higher priorities of safety and stabilization.

2.3 GEOGRAPHIC SCOPE This plan encompasses the area assigned to COMNAVREG MIDLANT by the CINCLANTFLT Area Coordination Manual, and applies to all Navy activities and units operating in this area.

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2.4 RESPONSIBILITIES

2.4.1 Authority

OPNAVINST 5090.1B establishes responsibilities for Navy units and activities in responding to oil and hazardous substance (OHS) spills. That instruction specifies reporting procedures for Navy OHS spills and response management in the AOR. Pollution response resources that are available within the Navy organizational structure are identified in Figure 2.1.

2.4.2 NOSC Responsibilities

COMNAVREG MIDLANT as the NOSC shall:

- ◆ **Maintain** and implement this plan, including periodic review and updates.
- ◆ **Coordinate**, with the appropriate FICs, the development of Facility Response Plans for activities in the AOR.
- ◆ **Conduct** required training, drills, and exercises as discussed in Chapter 8 and Chapter 9.
- ◆ **Direct**, as the Federal On-Scene Coordinator (FOSC), all response efforts to Navy HS releases from Navy vessels or facilities in the COMNAVREG MIDLANT AOR.
- ◆ **Coordinate** the prompt mobilization of personnel, materials, and equipment in the AOR and assist activities in their local response efforts as required. Coordination/direction should be commensurate with the severity of the incident and the response capability of the command.
- ◆ **Ensure** that the development and implementation of this plan is consistent with the National Contingency Plan (NCP), and U.S. Coast Guard (USCG) and U.S. Environmental Protection Agency (EPA) Area Contingency Plans. This plan must also be coordinated with federal and state natural resources trustees, Native American tribes, and local or state government agencies, some of which may have regulatory jurisdictions and can provide additional assistance and resources to the Navy.
- ◆ **Ensure** that all required notifications are made to Federal, state, and local agencies in accordance with the procedures established in this plan.
- ◆ **Coordinate** all reports and documentation of Navy spill response operations in the AOR.
- ◆ **Review** Senior Officer Present Afloat (SOPA) instructions, where applicable, and ensure that the guidance and procedures relative to OHS spill notification and response in the SOPA instructions are consistent with the NOSC and FIC plans.

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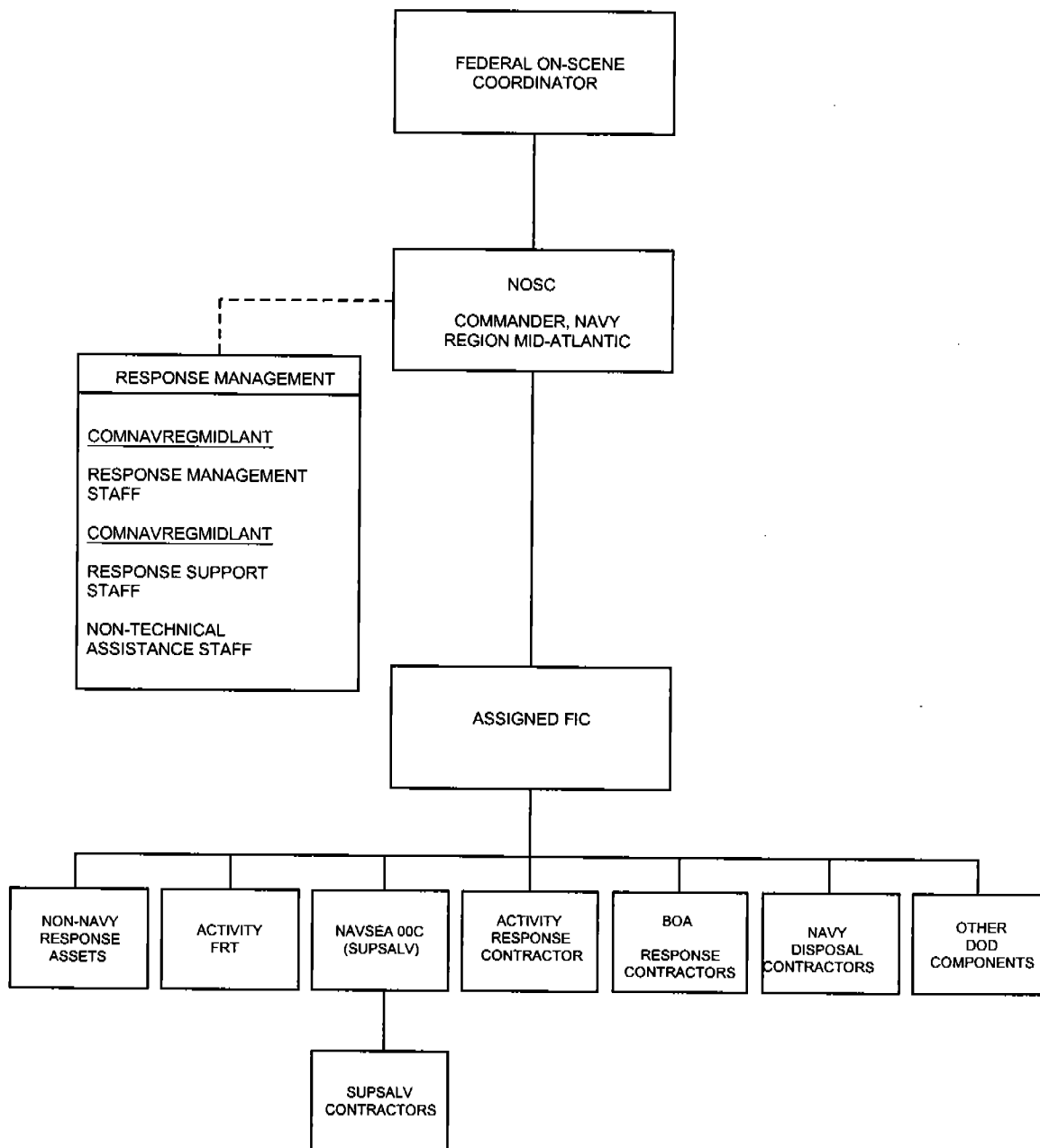


Figure 2.1: Navy Pollution Response Resources

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2.4.3 FIC Responsibilities

Facility/Vessel Commanders designated as FICs shall:

- ♦ **Report** promptly all OHS spills in accordance with Chapter 1 of this instruction and the OHS FRP.
- ♦ **Develop** and implement OHS Facility Response Plans (FRPs) as required.
- ♦ **Conduct** required training, drills, and exercises as discussed in Chapter 8 and Chapter 9 of this plan.
- ♦ **Establish**, equip, and train an On-Scene Operations Team (OSOT) to conduct joint pollution response operations with the activity fire department and other local response organizations.
- ♦ **Direct** all Navy and contractor on-scene response operations for Navy OHS spills within the assigned area.
- ♦ **Notify** the NOSC of additional assistance that may be required beyond the local response capability.
- ♦ **Ensure** that initial telephone and message notifications are made to the NOSC. Submit situation reports to all concerned, as appropriate.
- ♦ **Assist** the NOSC in responding to major Navy and non-Navy pollution incidents, upon request, by providing available personnel and equipment.
- ♦ **Assist** in the planning of, and participate in, annual NOSC meetings and exercises.
- ♦ **Review** SOPA instructions, where applicable, and ensure that the guidance and procedures relative to OHS spill notifications and response in the SOPA instructions are consistent with the FIC FRP.

2.4.4 Navy Ship/Unit/Shore Activity Responsibilities

All Navy ships, units, and shore activities in the COMNAVREG MIDLANT AOR shall:

- ♦ **Report** promptly all OHS spills or discoveries of non-Navy pollution incidents in accordance with Chapter 1 of this instruction, SOPA Instructions, Fleet Operating Orders (OPORDs), and Fleet OHS Pollution Contingency Plans.
- ♦ **Conduct** required training, drills, and exercises as discussed in Chapters 8 and Chapter 9 of this plan.

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- ♦ **Assemble**, document, and report all available incident information, especially with respect to OHS type, quantity, and environmental conditions.
- ♦ **Initiate** containment and cleanup actions immediately.
- ♦ **Direct** response operations until relieved by the cognizant NOSC or FIC.
- ♦ **Determine** availability of manpower, material, and equipment that may be required for cleanup response.
- ♦ **Provide** assistance within available resources to assist the FIC or NOSC.
- ♦ **Maintain** ship and shore activity spill response plans.

2.5 FEDERAL AND REGIONAL COORDINATION

The Oil Pollution Act of 1990 (OPA 90) outlines the National Response System which is implemented in the NCP. The Federal response organization provides for a predesignated Federal On-Scene Coordinator (FOSC) to monitor, assist, or direct, if necessary, response to OHS spills, without regard to the spill's source. If the Administrator of the EPA or Commandant of the Coast Guard classifies the spill as a spill of national significance (SONS), the FOSC, or the named National Incident Commander (NIC), is required to direct the response. The predesignated FOSC and/or NIC has been designated as follows:

The Commanding Officer of the area USCG Marine Safety Office (MSO) [Baltimore, Buffalo, Hampton Roads, Huntington, Philadelphia, or Pittsburgh], is the designated FOSC to direct Federal response under the NCP for coastal oil pollution incidents in his/her respective AORs.

The Administrator, EPA Region III, provides the designated FOSC to direct Federal response under the NCP for inland pollution incidents in the COMNAVREG MIDLANT area, except for DoD HS releases. Specific "Boundary Agreements" delineating EPA and USCG FOSC zones are contained in the Area Contingency Plans (ACPs). See Appendix G for the EPA/USCG Boundary Agreements for the COMNAVREG MIDLANT area.

The Department of Defense (DoD) is designated the FOSC for HS releases from or on DoD facilities and from DoD vessels, including vessels bareboat chartered and operated under the jurisdiction, custody or control of DoD. COMNAVREG MIDLANT is the DoD designated FOSC for all Navy HS releases in the AOR.

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The NCP also establishes the National Response Team (NRT) and 13 Regional Response Teams (RRTs). DoD is a member of the NRT and the RRTs. The RRT Region III monitors reports of pollution incidents, assists the FOSC, coordinates the application for the use of alternative removal methods (dispersants and *in situ* burning) and maintains liaison with the National Response Team (NRT). The DoD representative of the Region III RRT is COMNAVREG MIDLANT.

Each state in the COMNAVREG MIDLANT AOR has one or more agencies that coordinate state emergency response efforts for OHS spills. See "State and Local Agencies" Notifications listing in Appendix A for individual state agencies and more detailed information.

OPA 90 established Area Committees for each USCG Captain of the Port Zone (COTP) and EPA Region. These committees are made up of federal, state, and local agencies and are responsible for development of an Area Contingency Plan (ACP) to remove a worst case discharge or prevent a threat of such a discharge. While the Area Committees do not have a role in actual response management, the ACP is the source of valuable guidance on coordination and prioritization of resources at risk. Navy response plans must be consistent with the applicable ACP.

The NCP also defines the "First Federal Official" as the first representative of a Federal agency that is a member of the NRT. This official is responsible for coordination of activities under the NCP and may initiate, in consultation with the FOSC, any necessary actions until the on-scene arrival of the FOSC.

2.6 NAVY COORDINATION AND COMMAND

2.6.1 Chain of Command

OPNAVINST 5090.1B describes the Navy OHS spill contingency planning and response organization. Geographic assignments and the responsibility for coordination are derived from area and regional area environmental coordination directives. The duties and responsibilities of Navy Commanding Officers and personnel are described in the Area Coordination Manual (CINCLANTFLTINST 5400.2M). All OHS spill responses shall be conducted within the responsibility and authority of the Chain of Command. The responsibility for major claimant support is specified in OPNAVINST 5090.1B.

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2.6.2 Delegation

The NOSC and FICs are the primary officials with authority to conduct OHS response activities for the Navy. This authority is assigned to commanding officers, who may delegate specific responsibilities in their contingency plans. When required, delegation of authority by the NOSC or FIC may be verbal; however, written confirmation of the delegation should be made as soon as possible. The NOSC or FIC is represented on-scene by personnel whose qualifications are commensurate with the pollution incident situation. COMNAVREG MIDLANT shall not delegate responsibility or authority as the FOSC for HS releases to subordinate commands.

2.6.3 On-Scene Command

It is Navy policy to conduct oil spill responses in such a manner as to retain responsibility and control of the response. Federal regulation, the National Contingency Plan, requires the Navy to retain the overall responsibility as FOSC to direct response to Navy HS releases.

The FIC is responsible for directing all initial response efforts in assigned areas. The NOSC is responsible for initial efforts throughout his region where no FIC is assigned. The first Navy official on-scene shall assume command until relieved by the cognizant FIC or NOSC.

Upon notification of a pollution incident, the NOSC or FIC shall assess the severity of the situation and determine the threat to public health, property, and the environment. The NOSC or FIC determines the level of plan implementation required for the response. In all cases, the FIC shall notify the NOSC of the incident, provide pertinent details, and request assistance if required.

For HS releases from/on Navy facilities or from Navy vessels, the NOSC shall assume the role of FOSC with responsibilities equivalent to those specified for the EPA/USCG FOSC in the NCP. When acting as the FOSC, the NOSC shall work directly with the RRT when necessary, to ensure the maximum effectiveness of the Federal response mechanism. The NOSC shall not relinquish the responsibility of FOSC to other RRT member agencies. In the capacity as FOSC for major Navy HS releases, the NOSC should seek the advice of the predesignated USCG or EPA FOSC (for non-DoD HS releases) as required. The experience and expertise of other Federal agency HS specialists should be

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accessed through the RRT.

2.7 SALVAGE RELATED INCIDENTS

Concurrent salvage and pollution operations may be required from casualties such as a ship grounding, collision, fire, or harbor clearance. Salvage operations are coordinated by the Navy Fleet Commander or Type Commander. Both salvage and pollution response operations shall be conducted with proper consideration to both the safety of the ship and the environment. Coordination of all salvage and pollution response efforts is particularly critical when casualties occur outside of Navy ports. The NOSC/FIC shall initiate liaison with the fleet salvage forces (e.g., the Commander in Chief, U.S. Atlantic Fleet [CINCLANTFLT] or the Commander, Naval Surface Force, U.S. Atlantic Fleet [COMNAVSURFLANT]) as soon as possible. Financial accounting documents shall separate pollution expenses from salvage expenditures.

2.7.1 Jettisoning of Oil

The discharge of oil, for purposes of securing the safety of a ship or safety of life, is authorized by international treaty and U.S. law. In U.S. waters, jettisoning oil should be considered only as part of a salvage plan when developed by technically qualified salvors and after consultation with the USCG FOSC.

2.7.2 Safe Havens

A safe haven or harbor of refuge is any port or sheltered waters where a damaged ship can be dealt with in relative safety. Requests for safe havens for a Navy ship casualty shall be coordinated with USCG, state, and local authorities through the group or type commander. The NOSC and/or Activity commanders shall provide assistance for environmental protection of the safe haven area. This assistance may include protective containment boom, standby skimmers, and salvage equipment.

2.8 NON-NAVY INCIDENTS

Navy response to non-Navy pollution incidents shall conform to the requirements of the NCP and shall be in accordance with the procedures established in this section and in the interagency agreement between the Navy and the USCG (See Appendix G). Navy forces participating in non-Navy pollution incidents shall, unless otherwise directed, operate under their normal command

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relationships. Requests for Navy participation in non-Navy pollution incidents will likely originate from the USCG, as the FOSC for coastal OHS spills, and may be coordinated via the RRT.

These requests shall be directed to the NOSC, COMNAVREG MIDLANT, who coordinates tasking of appropriate units. The commander of any participating unit shall report to the FOSC or to the OSC's designated representative and shall assist in the planning and execution of the assigned tasks. The NOSC and cognizant FICs shall be kept informed about the utilization of Navy forces or assets.

Pre-authorized informal communication links may be used to reduce the time between requests for Navy assistance and Navy response. Navy response to non-Navy pollution incidents is subordinate to Navy operational requirements. Navy resources which are listed in any support agreement may not be available at any one time.

Pre-arranged agreements exist between the USCG and Navy Supervisor of Salvage (SUPSALV). The FOSC is permitted direct access to SUPSALV equipment through the inter-agency agreement (IAA), a copy of which is provided in Appendix G.

2.9 NAVY NATURAL RESOURCES TRUSTEE RESPONSIBILITIES

A trustee is a person or organization who acts on behalf of the public to protect natural resources. Potential trustees that could be impacted by an oil discharge or hazardous substance release are incorporated into the National Response System and identified in the NCP. Trustee participation in preparedness and response is intended to avoid or minimize injury to natural resources. Various Federal, state, Indian tribe, and foreign officials have been designated as trustees and have jurisdiction over natural resources. In some instances, multiple trustees exist for the same resource. Natural resources are broadly defined by 43 Code of Federal Regulations (CFR) 11.14, the Oil Pollution Act of 1990 (OPA), and the NCP as "land, fish, wildlife, biota, air, water, ground water, drinking water supplies and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by... a trustee."

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2.9.1 Authority

Executive Order (E.O.) 12580, as amended by EO 12777, delegates natural resource trustee responsibilities to the Secretaries of the Interior, Defense, Energy, and Agriculture, as land managing agencies, for natural resources located on, over, or under land administered by each agency. The Secretaries of Commerce and Interior have jurisdiction for general categories of natural resources, including their supporting ecosystems. Under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the Secretary of Defense has delegated trustee responsibilities to the secretaries of the component services. Each trustee has the responsibility to ensure protection of his/her resources. Under OPA 90, if resources are impacted by an oil spill or hazardous substance release, trustees are responsible for the restoration, rehabilitation, replacement, or acquisition of resources equivalent to those affected.

2.9.2 Spill Response

The NCP provides the legal framework for trustee responsibilities during a spill or release. There are two distinct and separate roles that trustees must fulfill:

- (1) A response role to provide technical assistance and expertise to the OSC on resources at risk and environmental issues, including appropriate countermeasures for minimizing impacts; and
- (2) A natural resource damage assessment (NRDA) role to ensure polluter-funded restoration of impacted natural resources.

These two roles are separate and distinct and need to be understood by the NOSC's spill management team as well as the trustees. In their response roles, trustees are actively involved in the response process, helping prioritize protection strategies for sensitive areas and providing expertise to minimize environmental impacts. In the NRDA role, a trustee assesses injury or damage that has already occurred to resources, a separate but parallel activity to the actual response.

The response role for trustee agencies is largely fulfilled in the Planning functional area of the Unified Command System (UCS) (see Chapter 5). The trustee representatives advise the OSC on appropriate response techniques; identify, highlight, and prioritize sensitive areas to protect; and provide technical expertise on other environmental and wildlife issues. In the

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Navy Incident Command System (ICS) organization (Chapter 3), the Environmental Unit Leader, the Shoreline Protection Unit Leader, and the Wildlife Rescue Unit Leader typically work directly with the trustees. See Figure L.1 in Appendix L for a diagram of the above relationships.

2.9.3 NOSC Involvement

The NOSC and the resource trustees interact in the following situations:

- ♦ Notification - The NCP requires the OSC to notify the trustees of any spill or release so that the trustees can carry out their response and NRDA roles. See Appendix A for trustee contact information.
- ♦ Coordination - The OSC is required to consult and coordinate with the resource trustees to minimize environmental impacts. The OSC also needs to be aware of any NRDA taking place, and needs to coordinate resources with the trustees carrying out that role, although the OSC does not participate in the NRDA.

For more specific information on NRDA, refer to Appendix L. For more information on Wildlife Management issues, refer to Appendix M.

2.10 CLAIMS FOR DAMAGES OR COMPENSATION

The Clean Water Act does not define the Navy's liability for damages from pollution incidents as it defines the liability of non-government spillers. All claims resulting from a Navy pollution incident are handled in accordance with procedures promulgated by the Navy Judge Advocate General (JAG). For spills that impact water, Appendix P of this plan contains information on the Navy Admiralty's claims procedures. For assistance in establishing claims processing for marine spills, contact the JAG Admiralty Division. Damage claims for spills that are confined to land fall under the Federal Tort Claims Act, and the Legal Office should be contacted for advice on procedures for filing claims. One should not confuse emergency pollution cleanup response costs funded by the spilling activity with requests for payment of damage claims or for restoration of damaged property.

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2.11 INVESTIGATIONS

The NOSC and FIC responsibility is to manage the spill response and to ensure a prompt and effective clean up. Attempts to assign blame to visiting vessels or other causes are counter-productive and may delay cleanup efforts and limit cooperation. One should not attempt to fix blame or responsibility for the incident. The appropriate level of the spiller's chain of command shall initiate an investigation in accordance with the JAG Manual.

2.12 SECURITY

Spill response information is not normally classified; however, the NOSC and the FICs must be aware of potential security and public safety issues. Security is an active part of NOSC spill response management provided through the activity Security Officer. Physical security shall be provided for all Navy, contractor, local government, or other response equipment obtained by the Navy for spill response. Equipment staging areas must be selected to allow for the physical security of personnel and equipment.

2.13 VOLUNTEER SUPPORT

As a pollution incident gains publicity, local civilians and other interested parties may volunteer their services to perform such tasks as shoreline cleanup, wildlife rehabilitation, and other functions. The use of volunteer support by the Navy is not authorized. Volunteers should be directed to the Federal OSC, as specified under the NCP or to the local civilian authorities who may wish to use volunteer help under their direction.

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Chapter 3

**RESPONSE MANAGEMENT -
UNIFIED COMMAND AND COMMAND STAFF**

3.1 NAVY INCIDENT COMMAND SYSTEM

As required by the NCP and to be consistent with the effective Area Contingency Plans, COMNAVREG MIDLANT and Navy activities within the COMNAVREG MIDLANT will use an ICS organization consistent with the National Interagency Incident Management System (NIIMS) when responding to OHS spills. Figure 3.1 shows the Incident Command Organization contained in Area Contingency Plans. This command structure is compatible with the NOSC's normal command organization and allows for improved communications and integration with the Federal and State OSCs organizations and spill management systems.

The ICS organization is designed to expand or contract readily, as required, to effectively manage the spill response. For small spills, the functional sections may be sufficiently staffed by the activity from which the spill originated. For large incidents a fully staffed structure using COMNAVREGMIDLANT personnel, support personnel from other Navy activities, and other Federal and state agency personnel may be required.

Organizational requirements are provided by the Navy's multi-tiered response structure. The Incident Commander can activate personnel as required based upon the spill size and complexity. The Incident Commander position may be filled by either the Commander of the responding Navy facility or COMNAVREG MIDLANT as the NOSC, depending on the circumstances of the spill. In the event of a spill from a ship outside the boundaries of a Navy Facility and within the COMNAVREG MIDLANT AOR, the NOSC will act as Incident Commander. If the NOSC assumes direction of the overall response, the Commander of the responding activity will normally be assigned a staff position, such as the Deputy Incident Commander. The identity of the Navy Incident Commander must be clear at all times to all concerned.

3.2 INCIDENT MANAGEMENT

3.2.1 Responding Activity Responsibilities

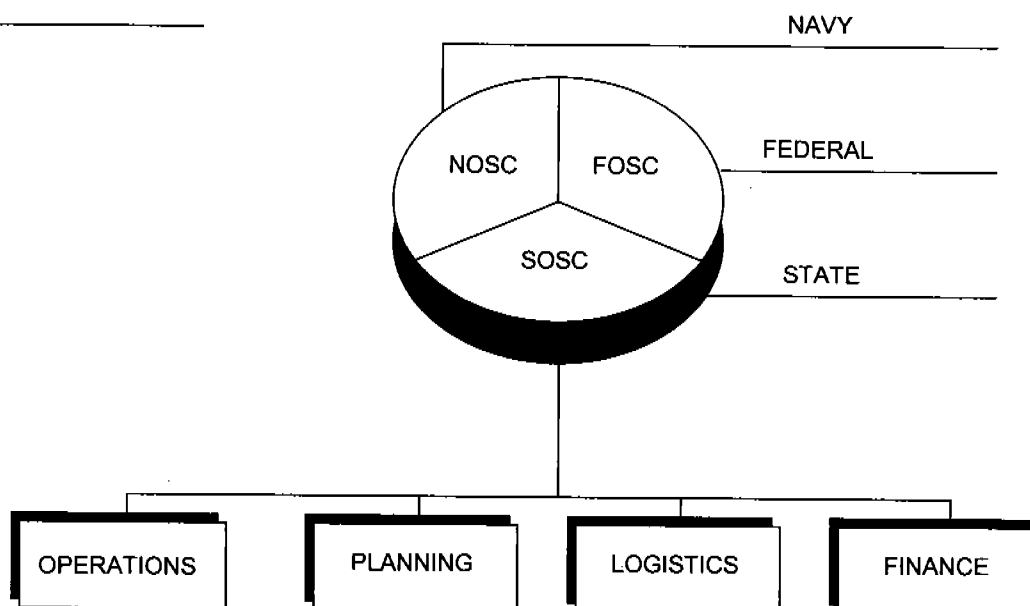
A Navy facility or ship that originates or discovers a spill or release is responsible for control, containment, and cleanup.

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If this cleanup is beyond its capabilities, that activity shall request assistance from COMNAVREG MIDLANT.

- Upon notification of a spill incident, the activity shall:
- (1) Take immediate action to control and contain the release or spill;
 - (2) Make appropriate notifications;
 - (3) Commence recall of required personnel and establish a command center;
 - (4) Implement the activity's Facility or Ship Response Plan. Initial priorities are; (a) ensuring personnel health and safety; (b) securing the source of the spill and making required notifications; and (c) protecting sensitive areas.

**UNIFIED
COMMAND**



*Note: The FOSC is: the U.S. Coast Guard for oil spills in the coastal zone; the EPA for oil discharges and HS releases in the inland zone; and the Navy for Navy HS or EHS releases when the release is on, or the sole source from, any facility or vessel, including vessels bareboat chartered and operated under the jurisdiction, custody or control of DoD.

Figure 3.1: Incident Command Organization

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3.2.2 NOSC Responsibilities

COMNAVREG MIDLANT, as the NOSC, is responsible for directing and/or coordinating all oil and hazardous substance spill responses within its AOR. In this capacity, COMNAVREG MIDLANT will provide assistance to the FIC and be prepared to assume direct control of the response if the response exceeds the capabilities of the FIC spill management team. Assistance may include mobilization of other local and regional Navy assets within the AOR, mobilization of SUPSALV resources, augmentation of the activity spill management team, or activation of Basic Ordering Agreement (BOA) response contractors or other commercial response organizations. For any spill with the potential to exceed the capability of the FIC, the NOSC will activate the spill management team described herein, and will commence augmentation and relief of the FIC's spill management team as appropriate. The duties of the NOSC, when acting as the Incident Commander, are outlined in the Field Operations Guide available at the website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>. As the response organization grows, the identity of the Navy's Incident Commander must be clear at all times.

3.3 NOSC RESPONSE ORGANIZATION

The COMNAVREG MIDLANT response organization is shown in Figure 3.2 and described herein. Members of the Command Staff and the Functional Section Chiefs are identified by name and listed, along with 24 hour phone numbers, in the OHS recall bill maintained by the Command Duty Officer (CDO).

3.3.1 Incident Command

The Incident Command for Navy OHS spill response consists of the following:

A predesignated FOSC from one of the following agencies:

- U.S. Coast Guard (USCG) for all oil spills in the coastal zone
- U.S. EPA (EPA) for all oil spills in the inland zone
- Department of Defense (DoD) for HS releases from/on DoD facilities and from DoD vessels. COMNAVREGMIDLANT is the DoD designated FOSC for all Navy HS releases in the AOR.

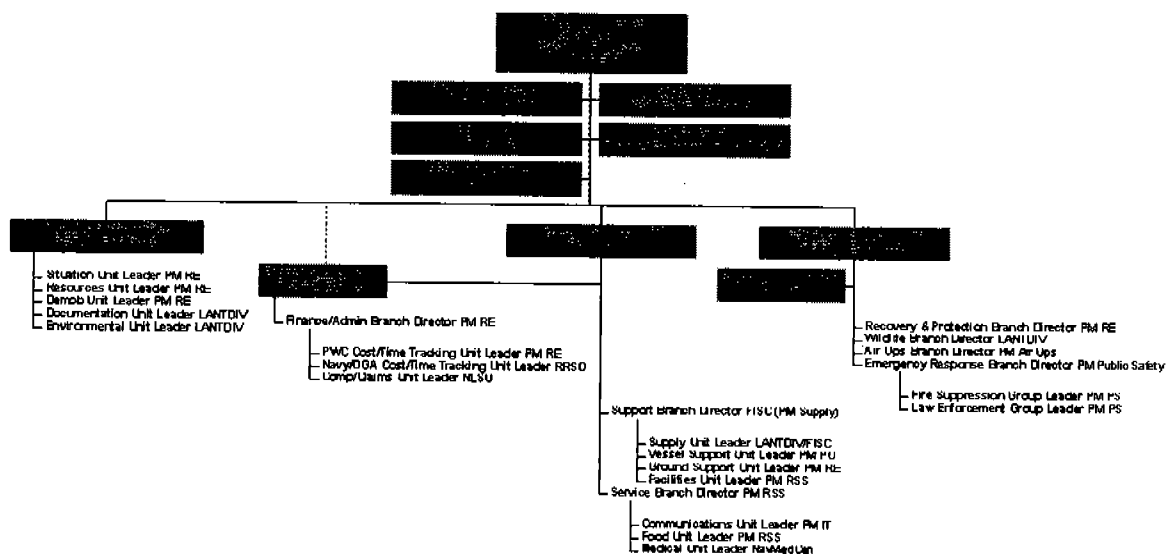
A predesignated NOSC or Navy FIC as the On-Scene Coordinator for the responsible party.

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A predesignated state On-Scene Coordinator.

The Incident Command Staff is responsible for coordinating interests of the responsible party, federal, state and local agencies, and public and private interests to achieve strategic decision-making for spill cleanup. It jointly determines objectives, strategies, and priorities of the response. Personnel from other members of the Incident Command may be assigned to the functional sections of the ICS.

CNRMA SPILL MANAGEMENT TEAM



8/16/01

Figure 3.2: COMNAVREGMIDLANT OHS Response Organization

3.3.2 NOSC OHS Incident Spill Management Team

The NOSC Spill Management Team is designed to interface with the Area response organization and is shown in Figure 3.2.

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3.3.2.1 Incident Commander

The NOSC is the Navy Incident Commander for spills beyond the capability of the originating facility or ship, and is the Navy member of the Unified Command (see website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>).

3.3.2.2 Deputy Incident Commander

The NOSC may designate a Deputy Incident Commander to assist in carrying out Incident Commander responsibilities. The duties of the Deputy IC are listed in website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>.

3.3.3 NOSC Command Staff

The Command Staff reports directly to the NOSC and the Deputy Incident Commander. Members of the Command Staff are also available as advisors in their specialties to the functional section chiefs. The duties of the staff are listed in website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>.

3.3.3.1 Safety Officer

The Safety Officer is responsible for monitoring and assessing hazardous and unsafe situations and developing measures for assuring personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although the Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required. The Safety Officer maintains awareness of active and developing situations, ensures the preparation and implementation of the Site Safety Plan, and includes safety messages in each Incident Action Plan. See the website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf> for a description of the Safety Officer's duties.

3.3.3.2 Legal Officer

The Legal Officer provides legal advice to the NOSC or Deputy Incident Commander on all aspects of response operations. The potential for extensive liability and numerous claims for damage requires that the Legal Officer be prepared to advise on claims filing procedures, documentation requirements, and permitting regulations. The Legal Officer provides liaison with the Office of the Judge Advocate and other Navy legal resources.

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See the website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf> for a description of the Legal Officer's duties.

3.3.3.3 Public Affairs Officer

The Public Affairs Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. In a large spill incident the Incident Command will establish a Joint Information Bureau (JIB) and a Joint Information Center (JIC). In a Navy spill incident the NOSC Public Affairs Officer will initiate the establishment of the JIB and JIC. The Public Affairs Officer may head the JIB or may assign another specialist. The coordination of information release is vital to avoid public confusion and adverse impact on response/recovery operations. The Public Affairs Officer will plan and coordinate VIP arrangements establishing a protocol office when required. See the website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf> for a description of the Public Affairs Officer's duties.

3.3.3.4 Government Liaison Officer

The Government Liaison Officer is the point of contact for personnel assigned to the incident from assisting or cooperating agencies. There are many federal, state, and local government agencies that have an interest in and capabilities to assist response operations that are not otherwise included in the Incident Command System. The Government Liaison Officer will provide liaison with those agencies and convey information, requests, and legally constituted directives to the Incident Commander and Section Chiefs. See website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf> for a description of the Government Liaison Officer's duties.

3.3.4 Functional Sections

The duties and responsibilities of the functional sections are introduced below and detailed in the website <http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>.

The Operations section directs and coordinates all tactical operations within the response area. It assists the Planning section in defining response goals and operational goals detailed in the incident action plan, develops mission assignments and schedules to accomplish the goals, identifies resource

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requirements, and, as appropriate, recommends release of resources. The Operations section also evaluates and reports the results of response operations.

The Planning section is responsible for collecting and evaluating information about the incident and response. It develops action plans to accomplish stated response goals and objectives, evaluates alternative strategies and operational plans based on changing requirements, documents all response actions, and disseminates technical and environmental information to concerned parties.

The Logistics section is responsible for supplying all resources required to carry out the response and to support continuing operations.

The Finance section is responsible for handling all accounting services and personnel administrative matters.

3.3.5 ICS Branch/Unit Duties and Responsibilities

The number of personnel required in Operations, Planning, Logistics or Finance varies with the magnitude and circumstances surrounding the source and cause of the event. Section Chiefs will be familiar with the possible tasks that their sections might be required to perform. They will ensure that effective command and control is maintained as the organization expands. In an Incident Command organization, some Section Chiefs and Branch Chiefs may come from organizations other than the Navy.

3.3.6 Response Team Support

Other Navy Commands and federal agencies are available to provide additional support to the COMNAVREGMIDLANT spill response management team:

Public Affairs

- Appropriate Navy Office of Information
- Coast Guard, National Strike Force Coordination Center, (NSFCC), Public Information Assist Team

Contracting - Applicable Engineering Field Division Response Strategies, Technical Support

- NAVSEA SUPSALV
- Coast Guard, NSFCC
- Coast Guard Marine Safety Office
- Coast Guard District Response Assist Team

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Medical Information

- Navy Environmental Health Center (NEHC)
- Agency for Toxic Substances and Disease Registry (ATSDR), Atlanta, GA

Scientific Support

- National Oceanic and Atmospheric Administration Applicable Regional Office
- Naval Facilities Engineering Service Center

On-Scene Operations: Navy Facility staffs, as necessary (listed in Appendix A)

Natural Resources Damage Assessment (NRDA): Applicable Engineering Field Division

3.4 AREA RESPONSE CENTER

The COMNAVREG MIDLANT Regional Operations Center is established at Building N-26, NAVSTA Norfolk during a major event. Even with a specially equipped emergency response center, additional space and dedicated phone lines may be required for major pollution responses. If the emergency response center requires a security clearance for entry, an unclassified space will be required when an Incident Command Center is established.

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Chapter 4

RESPONSE MANAGEMENT - OPERATIONS

4.1 OPERATIONS

The Operations Section carries out the spill response activities. It may be composed of multiple units, depending on the size and potential impact of the incident. The Operations Section Chief directs and coordinates all tactical operations within the response area. The Operations Section provides input to the Planning Section in defining the response and operational goals detailed in the action plan, and develops mission assignments and schedules to accomplish them. The Operations Section Chief identifies resource requirements, and evaluates and reports the results of response operations. Information provided by overflights, site surveys, and spill impact and risk assessments is used by the Operations Section Chief to establish priorities in utilizing spill response assets on a day to day basis.

The Operations Section may be sub-divided into an Emergency Response Branch, and a Recovery and Protection Branch, since ship casualties requiring a pollution response operation may also result in a need for other operations such as salvage, firefighting, and/or search and rescue. The director of each branch may assign unit leaders to assist in specific areas of the response operations. In the Emergency Response Branch, these unit leaders may include: fire-fighting, cargo transfer pumps, and air operations on-site. Unit leaders in the Recovery and Protection may be assigned in the following response areas: offshore, shoreline protection, shoreline clean-up, surveillance, wildlife rescue, and waste management. An advisor with additional expertise in OHS spills may also be assigned to assist the Recovery and Protection Branch Director. The duties and responsibilities of the section chief, branch directors, and individual unit leaders can be reviewed in the Field Operations Guide located at the Coast Guard website (<http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>).

4.2 EMERGENCY RESPONSE BRANCH

The Navy and U.S. Coast Guard (USCG) have extensive experience and trained personnel for the performance of search and rescue (SAR) activities. SAR operations generally include the use of aircraft and surface vessels. Joint SAR operations are coordinated by Relevant Fleet Command and USCG Fifth District.

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Emergency Medical Services (EMS) support is provided initially by Navy and fire rescue personnel. If large numbers of casualties are expected, hospitals/clinics on base and in the local area should be alerted.

Close coordination between the Recovery and Protection Branch and the Emergency Response Branch is necessary when both salvage and pollution response operations are required by the same incident. All Fleet salvage, OHS incidents, and related pollution response operations occurring more than 12 miles offshore shall be the responsibility of Relevant Fleet Command. The shoreside NOSC is responsible for all OHS pollution response operations occurring in his/her AOR. This includes all OHS spills on or at Navy activities as well as spills from Navy vessels anywhere in the NOSC's AOR. This also includes spills that occur during salvage operations, though operational assistance may be provided by the relevant Fleet Command.

4.2.1 Fire Suppression Group

Since most light oils are volatile, the fire hazard associated with an oil discharge may be the most immediate response concern. If both firefighting and oil spill responses are necessary, fire suppression is the primary response priority. Containment and collection of spilled oil should proceed only if personnel are able to access the spill in relative safety from the fire. Naphtha based fuels, like JP-4, present an extreme fire hazard. Generally, the pollution risk associated with spills of JP-5, JP-8, and marine diesel fuel (DFM) presents a more significant hazard than the fire risk from these fuels.

The USCG exercises primary Federal responsibility for the safety and security of ports and waterways in the United States and controls the establishment of safety zones and restricted areas within a port, as necessary. However, their marine firefighting resources are limited and they rely on local port operators and governments to provide and maintain adequate disaster response capabilities in each port area. The Fire Chief responsible for the threatened port area or terminal assumes the responsibilities of Incident Commander for firefighting operations. Most Fire Chiefs are also trained and equipped to provide initial response equipment and personnel for incidents involving hazardous substances. In most cases, Federal fire departments have entered into mutual support agreements with the local surrounding fire departments. The Operations Section Chief should become familiar with the firefighting arrangements established in his/her area.

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4.3 RECOVERY AND PROTECTION BRANCH

Containment methods are applied to limit the spread of the spill, and to concentrate the spill, improving the effectiveness of the mechanical cleanup equipment. Containment methods generally include the use of boom or sorbents to surround and collect the spilled substance and the use of diversionary booming or trenches to direct the spill to more favorable or natural collection points.

Highly volatile fuels such as JP-4 or gasoline should never be contained where there is a risk of fire or ignition, and the use of a protective blanket of AFFF or other foam should be given early consideration. The best response alternative for a spill of this type may be to permit the natural evaporation and dispersion of the fuel.

Periodically during the cleanup, and again at the end of operations, all personnel and equipment must be decontaminated, i.e., all oil and hazardous substances must be removed from all personnel and equipment. Decontamination agents (chemical) and methods (cold/hot pressure wash, chemicals, etc.) must be selected with care to ensure compliance with local, state, and federal regulations that address the use and final disposal of approved cleaning agents. For assistance in the selection of these agents and methods, consult the Area Contingency Plan and the Regional Response Team (RRT). Decontamination activities should be carried out in a large, open area where materials handling equipment can easily move about and the necessary cleaning equipment and cleaning pools can be set up. Ideal sites include large parking areas, hangars, or runway areas. All required permits for response operations are obtained by the Environmental Unit Leader in the Planning Section (see section 5.4.3).

4.3.1 On Water Recovery Group

Mechanical recovery is the preferred method of oil discharge cleanup for the U.S. Navy. The On Water Recovery Group coordinates the on-water recovery activities. Mechanical recovery includes the use of skimmers, sorbents, pumps, and temporary storage devices. Specialized equipment for on-water cleanup is available from the Supervisor of Salvage (SUPSALV).

Chemical dispersants are not available at Navy activities since they are generally not suitable for use on Navy fuels. The

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use of dispersants must be authorized by the Federal On-Scene Coordinator (FOSC) and approved by the RRT.

In situ burning is a promising response alternative that requires the approval of the RRT and FOSC. The Navy is actively involved in research and development of the necessary technology for effective *in situ* burning. The RRT representatives for COMNAVREG MIDLANT should be contacted to determine if preapproval for burning has been established for their region (see Appendix D).

4.3.2 Shoreside Recovery Group

The Shoreside Recovery Group addresses protection of sensitive areas threatened by a spill. The primary protection technique is to create or install barriers (dikes, ditches, berms, boom, sorbents, etc.) to prevent the spill from reaching areas of high sensitivity, or to use the barriers to divert the flow of the spilled substance to collection points where collection activities can be carried out more efficiently. Appendix E includes lists of locally available resources. Boom placement strategies and sensitive areas where barriers should be used are identified in Appendices F and I. The selection of specific equipment and techniques depends on the type of substance spilled, the location and potential impact of the spill, and considerations of geography, weather, and availability of resources.

Shoreline cleanup activities produce the largest volumes of contaminated waste materials. To reduce the volume of waste, the Group should consider the removal of debris from beaches and areas likely to be affected by the spill before the spill reaches these areas. These actions considerably reduce the waste stream, and simplify the beach cleanup operation. These issues are addressed in the Disposal Plan prepared by the Planning Section. The Shoreside Recovery Group and Operations Section Chief assist in the development of this plan (see section 4.3.5 "Disposal Group").

4.3.3 Air Operations Branch

The Air Operations Branch establishes a surveillance program that provides timely information to the Operations and Planning Sections on the development of the spill. The Branch coordinates the acquisition and scheduling of surveillance aircraft to perform the following tasks:

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- ☐ Survey and track discharged OHS and vector equipment to key areas.
- ☐ Transfer personnel and equipment to/from stranded vessels or to support operations in remote locations.
- ☐ Provide observation flights of the polluted area for local officials and/or the media as an effective public relations tool.

Government sources for aircraft support should initially be explored. The NOSOC, however, must be prepared to obtain commercially chartered aircraft if military aircraft are not immediately available due to remoteness of the spill location or conflict with other military operations (see Appendix E). Aircraft must be made available for large or complex OHS response operations to perform the following tasks:

- ☐ Survey and track discharged oil and vector equipment to key areas;
- ☐ Provide observation flights of the polluted area for local government officials and the media as an effective public relations tool;
- ☐ Transfer personnel and equipment to stranded vessels or to support operations in remote locations.

The Operations Section Chief initially should explore the use of Navy aircraft through nearby Naval Air Facilities and inform the Operations Section Chief of available aircraft. However, COMNAVREG MIDLANT must be prepared to obtain commercially chartered aircraft if government aircraft are not immediately available. Sources for commercial aircraft should be explored through the local U.S. Coast Guard (USCG) or the Regional Response Team (RRT) contacts listed in Appendix A.

4.3.4 Wildlife Branch

The recovery and rehabilitation of wildlife affected by the spill should be coordinated by the Wildlife Branch. Cleanup crews should be briefed to recover and bag dead wildlife found during cleanup operations for return to the wildlife unit. If recovery is not immediately feasible, the location of the wildlife should be documented and reported to the Wildlife Rescue Unit for subsequent retrieval. An accurate count of affected wildlife is an essential element of the Natural Resource Damage Assessment process.

Various organizations are available to conduct or assist in wildlife rescue and rehabilitation activities. Rehabilitation of

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wildlife should be undertaken under the guidance of a wildlife cleanup expert. The use of common detergents to clean oiled wildlife may result in more immediate damage to the creature than the oil itself. If the numbers of injured animals are large, centralized facilities may have to be established to house the recovering animals. Be prepared to receive calls from concerned citizens wishing to volunteer. Under the NCP, volunteer support shall be directed to the FOSC. (see section 2.13 "Volunteer Support").

4.3.5 Disposal Group

The Disposal Group coordinates waste collection, characterization, and disposal activities. Generally, wastes generated during oil spill cleanup operations are not considered hazardous wastes. However, large or controversial disposal operations should be discussed with the relevant members of the RRT.

The Defense Logistics Agency Defense Reutilization Marketing Service (DRMS) generally assumes responsibility for disposal of hazardous materials. Hazardous wastes should be collected and transported to DRMS facilities. Each material must be properly packed, labeled, and manifested with accompanying turn-in documentation. A Material Safety Data Sheet (MSDS), Waste Identification Sheet (WIS), and a proper, non-leaking container are required for turn-in to DRMS. The Disposal Group Leader coordinates actions with the Logistics and Planning Sections.

4.3.5.1 WASTE MANAGEMENT AND DISPOSAL

The Operations Section is also responsible for reporting to Section Chiefs and the Command Staff on the status of waste management operations. The Initial Action Plan should address response actions which would eliminate or reduce the amount of waste generated. The Disposal Group Leader of the Operations Section and the Environmental Unit Leader of the Planning Section work together to ensure all necessary permits are obtained for storing and removing wastes generated during operations (refer to section 5.4.3 "Permits").

Various categories of waste may be generated at various phases of response operations, including:

- solid wastes (e.g., oily sorbents, oiled wildlife carcasses);

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- liquid wastes (e.g., recovered product, oil/water mixtures, oily sludge);
- refuse;
- sewage; and
- hazardous waste.

Some of these wastes may be generated during the cleanup phase, and may not be of concern to the NOSC operations. Oiled animal carcasses must be disposed of accordingly. The regional U.S. Fish and Wildlife representative should provide technical assistance in this area.

4.3.5.2 Temporary Storage

Prior to disposal, most of the wastes generated during response operations have to be temporarily stored. Temporary storage should be identified in the FRP. Further resources may be listed in Appendix E and Appendix I.

When determining where wastes should be stored, efforts should be made to reduce the amount of waste which could be classified as hazardous waste. This can be achieved by separating liquid and solid wastes at all phases of response operations, including at sea, on board recovery vessels, and on shore. By segregating liquid and solid wastes, additional temporary storage may not be needed for classified hazardous waste. The Disposal Group Leader should be consulted to determine the amount of temporary storage needed for short and long term operational goals. This amount may change as the response situation develops.

4.3.5.3 Disposal Plan

The Disposal Plan should be developed by the Plan Development Unit Leader with assistance from the Disposal Group Leader and the Support Branch Director. This plan should include several different phases of the waste process such as collection, storage, and treatment of spill-generated waste prior to transport and disposal.

This plan should include information on a survey of wastes (obtain from Disposal Group Leader), disposal alternatives for hazardous and nonhazardous wastes, and permit requirements for these alternatives (obtain from Environmental Unit Leader). The field survey of the wastes generated should determine the origin of the waste, the type of waste, the location of the waste, its volume or weight, method of containment, and means of

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transferring the waste. Most generated wastes are handled by the Defense Reutilization Marketing Service (DRMS).

4.3.7 Staging Area

The staging area is a location where equipment and personnel from all response organizations are assembled, maintained, and deployed to the OHS response site. A sound staging area infrastructure expands operational opportunities and maximizes the potential for overall success. The contingency plan must clearly identify suitable sites for staging. The Staging Area Manager selects a suitable staging area, or areas, during the periodic pollution assessment reviews of local activities. However, depending on the circumstances of the incident, other staging areas may need to be selected. For any staging area, the following characteristics are required:

- ☐ An accurate shipping address and local point of contact. In some cases, the optimal staging area may only be referenced as a local landmark (e.g., adjacent to No. 3 coal pier at Lambert's Point).
- ☐ A smooth surface area large enough for the storage of all equipment and for safe maneuvering of the material handling equipment.
- ☐ A location relatively close to the pollution site to minimize transit time for equipment and personnel. The proximity of the staging area will sometimes be influenced by the type of OHS incident. Strong prevailing winds should be considered in the selection process.
- ☐ Ready access to piers which are capable of accommodating the support vessels (for waterborne pollution incidents). The safe loading capacity of the pier may come into play if portable crane services are anticipated.
- ☐ Material handling equipment (MHE) for unloading supply trucks or vessels on short notice.
- ☐ Security against theft and vandalism. Security measures may include fencing, portable lighting, and temporary guard services.
- ☐ Sanitary and other personnel support facilities.
- ☐ Communication links or the capability to establish such links rapidly. Nearby phone lines should also be available to accommodate the potential need for long-term hard-wired communications.

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4.3.8 Spill Advisor

SUPSALV can provide a Spill Advisor to the NOSC or to the Recovery and Protection Branch Director to assist in the evaluation and identification of response equipment and techniques that may enhance the effectiveness of response operations.

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Chapter 5

RESPONSE MANAGEMENT - PLANNING

5.1 PLANNING

The Planning Section is part of the Incident Command Spill Management Team and is responsible for developing an Incident Action Plan defining the response and operational goals. With the assistance of the Operations Section, the Planning Section develops mission assignments and schedules and identifies resource requirements to accomplish the defined goals. Alternative response strategies are evaluated by the Planning Section and incorporated into the Incident Action Plan on a case by case basis. The Planning Section is also responsible for documenting and disseminating all technical and environmental information to concerned parties, including updates on response actions and changes to the Incident Action Plan. Finally, the Planning Section is responsible for recording all events and actions taken during the spill incident for future reference.

The Planning Section is lead by the Planning Section Chief. Depending on the spill scenario, the following unit leaders are appointed to assist the Chief: Plan Development Unit Leader, Documentation Unit Leader, Reports and Status Supervisor, History Supervisor, Environmental Unit Leader, and Technical Specialists. The responsibilities and duties of these individual unit leaders can be reviewed in the Field Operations Guide located at the Coast Guard website (<http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>).

5.2 INCIDENT ACTION PLAN

After the initial incident briefing meeting, the Planning Section begins to form an Incident Action Plan. This plan is organized to present information on manpower, equipment and support resources needed to meet specific response and operational goals based on the information from the initial incident briefing meeting. During the first few days of the spill event, the Operations Section provides updates on response actions performed during the emergency phase and input for developing the plan. Once this plan is developed, implementation of the plan can begin, moving response operations into the project phase. Appendix C provides a sample of Incident Action Plan Forms which can be used to ensure the correct information is provided in the Incident Action Plan.

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Once the Incident Action Plan is put into place, it continues to develop and expand, becoming more specific as response operations proceed. Any changes to the Incident Action Plan are documented and disseminated to the appropriate individuals by the Planning Section.

5.2.1 Initial Analysis

An initial analysis of the spill site is performed by the local facility response team and should be provided by the FIC to COMNAVREG MIDLANT. This analysis determines the size and location of the incident, the nature and status of source control operations, and the status and adequacy of response operations. Initial impacts of the spill may also be known at this time, and should be taken into consideration. The Operations Section Chief may also provide additional information on the initial status of the spill.

5.2.2 Potential Impacts

Based on the initial analysis, the potential impacts of the spill can be determined. The following Area Contingency Plans (ACPs), applicable for the COMNAVREG MIDLANT AOR, should be referred to for listed sensitive areas and protection priorities:

- Baltimore ACP
- Hampton Roads ACP
- Philadelphia ACP
- Eastern Great Lakes ACP
- Virginia Coastal Area ACP
- Federal Region III Oil & Hazardous Substance Pollution Contingency Plan

In general, the following should be taken into consideration in order to determine the potential impacts of the spill:

- proximity of spill to populated areas;
- potential impact area of the spill, due to its size and trajectory;
- shoreline types within impact area;
- sensitive areas within impact area; and
- wildlife concentrations in impact area.

Once the locations of potential impacts are established, the amount of time for each area to be impacted should also be predicted. Technical assistance for predicting the fate of the spill may be necessary. The NOAA SSC may assist by modeling the spill to determine the potential impact area. Additional

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information is provided by overflights, site surveys, and spill impact and risk assessments from the Operations Section. The local U.S. Fish and Wildlife and state fish and game or natural resources department team members may also be helpful in determining the wildlife areas at risk (see section 5.7 "Response and Planning Assistance" for more detail).

More references pertaining to the potential impacts can be found in Appendix D "Area Committee/State Data", Appendix F "Environmental Protection Strategies", Appendix I "Vessel and Facility Worst Case Discharges", and Appendix M "Wildlife Management".

5.2.3 Prioritization of Actions

Once the trajectory and time of potential impacts of the spill are predicted, response actions are considered and prioritized in order to prevent these impacts from occurring. Prioritization of these response actions should take into account recommended actions from the applicable ACP and other local contingency plans. The Operations Section assists the Planning Section in developing this prioritized list of actions, giving updates of response actions performed during the emergency phase. A schedule is then developed to complete the prioritized list of response actions. Forms in Appendix C are provided to assist in developing these actions.

Some response actions may have to consider environmental conditions. Environmental response strategies are presented in Appendix F for several types of sensitive areas which may be encountered during response operations. The Environmental Unit Leader should make the Logistics and Operations Sections Chiefs aware of any environmental requirements or permits needed for operations taking place in environmentally sensitive areas or wildlife habitats. Environmental issues and permits are discussed in more detail in Section 5.4.

5.2.4 Alternative Response Methods

The primary method of spill cleanup used by the Navy is mechanical recovery. However, other response methods are available which may be more productive under certain circumstances. These alternative response methods are *in situ* burning, bioremediation, and dispersant use. The use of these methods is usually restricted. The Environmental Unit Leader should consult with the FOSC and RRT before using any alternative response methods.

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In situ burning is the controlled burning of spilled oil. The burning of oil can take place while the spill is contained or uncontained. Most uses of *in situ* burning of oil on water focus on contained burns since a minimum thickness of 2 to 3 mm is required. In the event that this method of response is used, additional equipment is needed, such as fire resistant containment boom. In general, the window of opportunity to burn is limited due to weathering of the oil, which makes it more difficult to burn. In most instances, burning has to take place during the emergency phase, which may be before the Initial Action Plan is finalized.

Bioremediation uses nutrients to enhance the activity of indigenous organisms and/or the addition of naturally occurring non-indigenous organisms. In the case of an oil spill, the addition of nutrients can enhance the degradation of the spilled oil. The application of bioremediation products should be considered for specific environmental conditions. The Environmental Unit Leader should be aware of which bioremediation products can be used as stated in Subpart J of the National Contingency Plan (NCP). Presently, this alternative has not been used at sea, nor during the emergency phase of response operations.

Dispersants are another alternative response method. Dispersants contain surfactants which cause droplets of oil to break off from the slick. Certain products may be harmful in some environmentally sensitive environments. The Environmental Unit Leader should be aware of which dispersant products meet the criteria established in Subpart J of the NCP. However, due to the low viscosity of most Navy fuels, dispersants are not generally a viable option.

5.2.5 Response Resource Availability

Once the response actions are prioritized and alternative response methods have been considered, the availability of response resources to implement response actions needs to be established, for both short and long term use. These resources include both equipment and manpower required for implementation of the Incident Action Plan. The schedule of response events is contingent on the amount of time required for resources to arrive on-scene. The NOSOC has regional resources available to respond to Tier I levels of the worst case discharge scenario (see Appendix I). The Operations Section Chief assists the Planning Section Chief in updating the availability of response resources

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for recovery and cleanup of the spill and the level of response resources needed based on operations in the emergency phase.

Resources other than oil recovery resources, such as resources for personnel and waste storage and removal, need to be addressed. Specific resources for COMNAVREG MIDLANT are listed in Appendix E.

Additional manpower may also be necessary to implement response actions. The Logistics and Operations section Chiefs should be consulted to determine the manpower needed to meet each section's operational goals throughout the spill event.

5.2.6 Other Plans

The Plan Development Unit Leader is responsible for coordinating with Section Chiefs and Command Staff to gather information for the Incident Action Plan. Including the information listed above, the Incident Action Plan should include the following plans:

- Environmental Operations Plan (coordinate with Environmental Unit Leader and Operations Section Chief);
- Communications Plan (coordinate with Logistics Section Chief);
- Air Operations Plan (coordinate with Operations and Logistics Section Chiefs);
- Medical Plan (coordinate with Logistics Section Chief and Medical Officer);
- Site Safety Plan (coordinate with Logistics and Operations Sections Chiefs and Safety Officer).

A generic Site Safety Plan is provided in Appendix K. Site Safety Plan requirements are also discussed in section 5.5.

5.3 DOCUMENTATION

Once the Initial Action Plan is complete and implemented, the Planning Section must document all response activities. This task is essential in keeping the command up to date on the use of resources, response accomplishments, and activities of personnel. The Planning Section Chief supervises the documentation efforts and is assisted by the Documentation Unit Leader. However, two support personnel can be assigned to assist the Chief in completing these tasks, the Reports and Status Division Supervisor and the History Division Supervisor.

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5.3.1 Reports and Status Updates

Daily situation status reports are generally required by the section chiefs and the command staff. These reports vary depending on the responsibilities of the party receiving the report. The status reports are coordinated by the Reports and Status Division Supervisor and should include the status of the following:

- spilled materials;
- equipment resources currently assigned, available, or out-of-service;
- personnel resources;
- shoreline impacts;
- wildlife impacts; and
- waste management operations.

This information should also be posted in the Command Center for reference throughout the spill event, and should include maps showing the location of the spill, spill trajectories, response operations, and staging areas.

The Documentation Leader and the Reports and Status Division Supervisor should also coordinate efforts with the FOSC reports and status personnel. This is to ensure information on all non-Navy response activities is recorded and provided to appropriate response personnel.

5.3.2 History Documentation

Historic documentation of spill response events is essential in keeping all response personnel well informed, and for tracking manpower, equipment, and material needs. The Documentation Unit Leader is responsible for assisting the Legal Officer in developing documentation and distribution guidelines and in supervising all duplication and filing of official forms and reports related to the spill incident. The History Division Supervisor obtains copies of all records, reports, plans, log books, etc., for filing.

5.4 ENVIRONMENTAL ISSUES

Another responsibility of the Planning Section is to ensure that systems are in place during operations to collect, evaluate, analyze, and disseminate information on environmental, cultural, and social aspects of the spill event. The Planning Section is

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assisted mainly by the Operations Section in obtaining information in these areas. Appendix L contains specific information on Natural Resource Damage Assessment (NRDA) and is a separate process. Additional assistance should be coordinated with other government agencies, including NOAA, U.S. Fish and Wildlife, and local and state environmental agencies. Refer to section 5.7 for additional response and planning assistance.

5.4.1 Sampling and Monitoring

A sampling and monitoring program should be established during response operations to obtain data for determining the spill's overall impact on the environment and to determine shoreline measures for response and cleanup options. This program can also provide input for real time modeling of the spill as well as important information for NRDA procedures (refer to Appendix L). Results from the sampling and monitoring program are also used by the Operations Section to determine if various response operations are effective.

The type of program established depends on its objective, which may range from determining the effectiveness of a bioremediation product on the spill to determining if shoreline contamination is a result of the spilled oil. For the environmentally sensitive areas within the impact zone, the monitoring program should have a specific objective, an adequate sampling method for gathering data (e.g. control groups, significant number of random samples, specific habitats, specific rate of sampling), and a definitive method for comparing results.

5.4.2 Wildlife Considerations

The Environmental Unit Leader is responsible for providing updates on the impact of the spill on wildlife. The wildlife which may be affected by an oil spill at COMNAVREG MIDLANT are identified in the applicable ACPs for the region ACP and the FRP. Refer to these documents when initially determining wildlife considerations. To determine the types and number of wildlife affected by the spill, the Environmental Unit Leader is assisted by the Wildlife Rescue Unit Leader. Status on the number of species captured, cleaned, released, or found dead should be recorded by the Wildlife Rescue Unit Leader and made available to the Environmental Unit Leader.

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5.4.3 Permits

When responding to a spill, many response activities may require government authorization or permits. These operations may include the following: road access, air logistic support, beach cleaning, boom deployment, buoy mooring, dispersant use, fish harvesting, hazardous material transport, *in situ* burning, mobile camp establishment, oil skimming operations, oily waste disposal/incineration, and performance of scientific studies.

Local permits and reporting pertaining to response operations may be required. The Local Emergency Planning Committee for the affected area should be consulted as well as the EPA Region III and USCG Fifth District for additional requirements. Various states may require the permits for the operations mentioned above. The states in COMNAVREGMIDLANT's region should be consulted to determine which state requirements may affect response operations. Refer to Appendix D for more specific information on state and local data.

The Environmental Unit Leader verifies which permits are required and informs appropriate response personnel. The Operations and Logistics Section Chiefs must be made aware of any permits which would affect their operations.

Some OHS response could require environmental permits from federal, state, and/or local government agencies. Applicable permits should be described in FRPs, and agencies should be queried early in the response about any permits which could be required for the effort. The U.S. Fish and Wildlife Service, and state or federal agencies responsible for enforcing Clean Water Act, Clean Air Act, and hazardous materials transportation regulations need to be consulted.

5.5 HEALTH AND SAFETY ISSUES

During all response operations, a safe working environment should be provided for all response personnel. Safety concerns can range from physical hazards (slips, trips, and falls) to risks from exposure to hazardous materials. A site safety plan must be developed for all response operations.

The Safety Officer is responsible for ensuring that a Site Safety Plan is developed and implemented (see Appendix K). The Planning Section Chief is the liaison for the Safety Officer, reporting on all site safety incidents and actions taken by the Operations and Logistics Sections.

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Updates and changes to the Site Safety Plan are documented by the Documentation Unit Leader. The Environmental Unit Leader informs the Planning Section Chief of any permits needed with regard to worker health and safety which should be included in the Site Safety Plan. The Environmental Unit Leader should also coordinate with the Operations and Planning Sections Chief to ensure that all workers are HAZWOPER certified. The Documentation Unit Leader may want to obtain copies of HAZWOPER certification for filing purposes.

5.5.1 Site Characterization

An initial site characterization of the spill area and region should be performed to determine its possible effects on worker health and safety. These characterizations should relate to specific operations and should include the following information:

- description and location of general response activity;
- operational goals (as listed in Incident Action Plan);
- location of specific activities within spill zone;
- maps and sketches of specific sites;
- description of terrain and/or working conditions of site;
- associated site hazards; and
- local weather conditions.

The Environmental Unit Leader coordinates efforts with Operations and Logistics Section Chiefs to obtain this information. The ACP(s) and FRP(s) should be referenced for maps and site characterizations already developed.

5.5.2 Sampling and Monitoring

A monitoring program should be conducted as directed by the Safety Officer. This program monitors exposure levels of chemicals and vapors during response operations. The Environmental Unit Leader ensures all industrial hygiene compliance requirements are met and reports on the status of the monitoring program to the Planning Section Chief. The Planning Section Chief provides updates to the Safety Officer for his/her review. Components of the monitoring program are presented in Appendix K.

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5.5.3 Site Safety Planning

As operations change to meet response needs, updates may be required to the Site Safety Plan. For example, if the spill has impacted the shoreline, an additional site might be added to the plan, requiring site characterization, possible permits, and additional monitoring. The Environmental Unit Leader should inform the Planning Section Chief of any safety or health issues as the Incident Action Plan changes to meet operational goals. The Planning Section Chief, in turn, informs the Safety Officer of any changes in Site Safety Plans and updates on monitoring efforts.

5.6 RESPONSE AND PLANNING ASSISTANCE

Other federal, state, and local agencies are available to provide assistance to the NOSC during response operations. These agencies can provide assistance to the Planning Section in various technical and scientific areas. They also provide other sources of personnel and equipment resources which are not on-site. Requests for assistance from Federal resources should be coordinated with the Federal On-Scene Coordinator (FOSC). State and local resources should also be coordinated with the appropriate state agencies. The ACP should be consulted for a listing of local and state scientific support.

Appendices D and E provides additional information on ACPs and state and local regulations. Appendix G lists inter-agency agreements which may be useful in determining which personnel and equipment resources can easily be accessed by the NOSC.

5.6.1 Technical Specialists and Scientific Support

To complete the Incident Action Plan, taking into consideration all environmental issues, technical assistance may be needed by the Planning Section. The following are areas where additional expertise may be needed:

- data collection on water and air quality;
- impact on local commercial and sport fisheries;
- human health effects; and
- social impacts.

The Scientific Support Coordinator is one asset which is available to the NOSC to provide scientific and environmental expertise in most of these areas. The Scientific Support Coordination Branch is part of the Hazardous Materials Response

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and Assessment Division (HAZMAT) of NOAA's Office of Ocean Resources Conservation and Assessment. Appendix F lists additional resources for scientific and environmental support.

5.6.2 Volunteers

During any spill event, individuals from environmental organizations or in the locality of the spill may offer to volunteer their services to assist in response operations. All volunteers should be referred to the FOSC and not be directed by the NOSC. However, the Reports and Status Division Supervisor should be aware of volunteer operations and disseminate this information to appropriate response personnel. The History Division Supervisor should document and file all status reports on volunteer activities.

5.6.3 Additional Assistance

Additional response assistance can be provided by the Navy Supervisor of Salvage (SUPSALV). Appendix E lists additional equipment which can be provided by SUPSALV at the Tier II and Tier III levels. The Operations Section Leader should be aware of SUPSALV's resources, and access these resources when developing the Incident Action Plan. The Reports and Status Division Supervisor should include these additional resources when providing updates on the status of response equipment and operations.

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Chapter 6

RESPONSE MANAGEMENT - LOGISTICS

6.1 RESPONSE SUPPORT

The Logistics section exists primarily to support the Operations section. Establishing an effective OHS response process requires that operations and logistics work as a unified team, and combine their complimentary and mutually dependent functions into a single effort. Logistics support, particularly for a large pollution response operation, includes communication; response personnel support such as food services, berthing, and medical support; and all facets of equipment and material support including staging, field maintenance, transportation, and general supply support. The magnitude of the effort will vary with the type of incident and the extent of Navy involvement in the cleanup. Pollution incidents on or near Navy activities may require little logistics support beyond the capabilities of the local activity. On the other hand, in remote areas, the Navy may have to seek extensive support from regional Navy activities, commercial contractors, and SUPSALV.

The COMNAVREG MIDLANT Logistics Section Chief is responsible for coordinating all logistics support for any response effort. The Logistics Section Chief communicates with responders to identify their needs and develops a strategic and comprehensive logistics plan. Procuring resources and positioning them based upon anticipated need will ensure cleanup. Merely reacting after the incident to requests from the operators may result in failure, or at the very least unnecessary expense. At a minimum, the Logistics Section Chief will be prepared to implement and periodically update a strategic plan to support the logistics functions highlighted in this chapter. The responsibilities of these staff positions can be reviewed in the Field Operations Guide located at the Coast Guard website (<http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>).

6.2 COMMUNICATIONS

Central to the effectiveness of COMNAVREG MIDLANT in dealing with a major OHS response incident is a sound communication infrastructure. Fully integrated communications allow command center personnel to communicate directly with responsible parties, contractors, support agencies, response vessels, and field personnel for purposes of command and control, process tracking, and exchange of critical information, such as the location and status of response assets.

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It is incumbent upon the Logistics Section Chief to implement communication management procedures that enable all personnel associated with the response organization to communicate effectively and efficiently. While contractors are normally responsible for their own communications protocol, the remote location of some OHS response incidents may require a single coordinated communications effort organized by COMNAVREG MIDLANT.

The Communications Unit Leader must develop communication management procedures that facilitate rapid exchange of information throughout all parts of the response organization.

It is not necessary that all communications equipment be on hand or stored solely for dedicated use during major incidents. However, sufficient types and quantities of communications equipment should be available for immediate use during the emergency phase of an incident on a 24 hours/day basis. At a minimum, the Communications Unit Leader works with assigned FICs to identify and procure the following communication equipment:

- ◆ Hand-held Radios - Sufficient number to outfit key members of the response team expected to be utilized during a worst case scenario incident plus an additional 10% held in reserve to accommodate breakdowns. Extra batteries and chargers should also be identified.
- ◆ Cellular Phones - Sufficient number to outfit key members of the response team expected to be utilized during a worst case scenario incident plus an additional 10% held in reserve to accommodate breakdowns. Extra batteries and chargers should also be identified.
- ◆ Pagers - Sufficient number to outfit key members of the response team expected to be utilized during a worst case scenario incident plus an additional 10% held in reserve to accommodate breakdowns. Extra batteries should also be identified.
- ◆ Fax Machines - Sufficient number to outfit the command center, forward command posts, and the staging areas.

Demobilization turn-in procedures should also be developed to facilitate the systematic return and stowage of all communications equipment through a custody transfer documentation process.

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Additionally, the Communications Unit Leader will develop a system of information display boards which will clearly indicate key telephone numbers and radio frequencies. These boards should be developed in advance to reduce effort otherwise required by command center personnel during the emergency phase of an incident when time and personnel are in short supply. Keeping an up-to-date master display of telephone, pager, and fax numbers is an important task at the command center and care must be exercised to maintain the security of many of these numbers.

Communications planning should also include consideration and preparation for establishing hard-wired telephone/fax lines during those OHS response incidents requiring the extended support of a long term unified command center. For offshore ship-related incidents, satellite communication systems such as the Maritime Communication System are invaluable for sending voice, data, or telex messages. SUPSALV can provide information and guidance on utilizing this equipment. Also, as shown in Appendix E, SUPSALV maintains this equipment for ready deployment to OHS response sites around the world.

Appendix A provides a complete listing of COMNAVREG MIDLANT phone numbers that may be used during an OHS response incident. Local FICs, spill cooperatives, vessel and air support activities, and oil spill response organization (OSRO) contractors should be provided with a periodic update to Appendix A to ensure ongoing compatibility.

6.3 PERSONNEL SUPPORT

6.3.1 Food Unit Leader

It is incumbent upon the COMNAVREG MIDLANT Logistics Section Chief to develop food service management procedures that facilitate the well-balanced care and feeding of all personnel associated with the response organization. While contractors are normally responsible for feeding their own personnel, the remote location of some OHS spill incidents may require a single coordinated food service effort organized by the NOSC.

The Food Unit Leader determines the method of feeding to best fit each probable OHS response incident. The Food Unit Leader works with assigned FICs to identify and source requirements for food supplies, portable cooking facilities and food preparation work stations, and to identify all potable water requirements. The Food Unit Leader must be able to anticipate

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the number of personnel to be fed as well as any special feeding requirements due to the kind/location of the OHS response incident.

The Food Unit Leader develops a feeding plan that identifies the different levels of response needed to cope with the magnitude and location of potential incidents. The Food Unit Leader must interact closely with the Planning section to determine personnel requirements; the Supply Unit for ordering food; and the Ground Support Unit if transportation services are required. Specific feeding plans will address:

- ◆ Hot versus cold food preparation;
- ◆ Dining facilities versus "work site" consumption;
- ◆ Food distribution plan
- ◆ Potable water dispensing plan;
- ◆ Food preparation sanitation;
- ◆ Recommended menus for balanced nutrition;
- ◆ Hours of operation;
- ◆ Garbage disposal;
- ◆ Demobilization requirements.

6.3.2 Berthing (Facilities Unit Leader)

The Facilities Unit Leader must plan for berthing arrangements that facilitate the well-balanced care and security of all personnel associated with the response organization. While contractors are normally responsible for berthing their own personnel, the remote location of some OHS response incidents may require a single coordinated berthing arrangement organized by the NOSC.

At a minimum, this Facilities Unit Leader determines the berthing arrangement to best fit each probable OHS spill incident (e.g., large group tents or a nearby barracks/motel). The Facilities Unit Leader works with assigned FICs to identify and procure safe and secure sleeping arrangements that offer the most operational flexibility. The Facilities Unit Leader develops a berthing plan that identifies the different levels of response needed to cope with the magnitude and location of potential incidents. Specific berthing plans will address:

- ◆ Expected travel time between berthing facilities and probable spill sites;
- ◆ Transportation requirements/restrictions;

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- ◆ Security arrangements;
- ◆ Demobilization requirements.

6.3.3 Medical Unit Leader

The Medical Unit Leader plans for providing emergency medical care for all personnel associated with the OHS response organization. While contractors are normally responsible for the medical treatment of their own personnel, the remote location of some OHS response incidents may require a single coordinated medical care arrangement organized by the NOSC.

At a minimum, the COMNAVREG MIDLANT Medical Unit Leader functions as the primary interface between the medical community and the command staff. This interface role may encompass liaison between both government and private sector medical personnel. Work with assigned FICs to identify and source requirements that will provide "field level" emergency medical care and facilities while offering operational flexibility.

The level of emergency medical assistance required to support a response effort is difficult to predict and may vary considerably between pollution incidents. Medical support will most likely, be needed to treat personnel injured during the initial discharge or release. Due to the reactivity, volatility, and unpredictable nature of many OHS response incidents, response personnel, even when properly trained and equipped, may require first aid. In a worst case scenario, fire, explosion, and/or the release of a toxic gas could cause initial widespread injury as well as threaten many other personnel located beyond the immediate vicinity of the release.

For high risk or remotely located responses, arrangements must be made to evacuate injured personnel rapidly. The Medical Unit Leader identifies the various means of evacuation (e.g., ambulance, helicopter, fleet tugs) as well as the civilian and military medical facilities that can provide the emergency medical services. Should an OHS response incident require that response personnel be evacuated, the evacuation plan and procedures set forth in the COMNAVREG MIDLANT's Disaster Preparedness Plan shall be followed.

The Medical Unit Leader is also responsible for ensuring that all press release information concerning personnel injuries or potential danger to the local communities is properly disseminated through the Unified Command Center Public Affairs Section.

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6.4 EQUIPMENT AND MATERIALS

6.4.1 Field Maintenance and Support (Facilities Unit Leader)

The ability to maintain and support the equipment successfully in an OHS spill incident is imperative. Brief periodic maintenance actions can prevent extended downtime for repairs or the need to procure replacement equipment during the actual OHS response incident.

At a minimum, the Facilities Unit Leader determines the level of maintenance support to best fit each probable OHS response incident. The Facilities Unit Leader works with assigned FICs to identify the requirements and potential sources with which to meet requirements for all equipment anticipated for deployment during an OHS incident. The Facilities Unit Leader must be able to anticipate special equipment requirements as well as any special handling requirements due to the kind/location of the OHS incident and inform the Stores and Supplies Unit Leader of these requirements.

The Facilities Unit Leader develops a maintenance program with input from the Operations Section that identifies the different levels of response needed to cope with the magnitude and location of potential incidents. The Facilities Unit Leader must interact closely with the Planning Section and Support Branch Director to determine personnel requirements, the Supply Unit Leader for ordering spare parts, and the Ground Support Unit Leader if transportation services are required. Specific maintenance plans will address:

- ◆ Temporary repair shop facilities;
- ◆ Equipment decontamination;
- ◆ Forecasted consumable requirements;
- ◆ General use repair parts requirements;
- ◆ Hot work provision;
- ◆ Hours of operation;
- ◆ Demobilization requirements.

6.4.3 Transportation

6.4.3.1 Ground Support Unit Leader

The ability to deploy personnel and support equipment rapidly to an OHS spill incident is necessary. The operational and support requirements for effectively combating an OHS spill

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incident effectively are dependent on readily available ground support equipment such as trucks, buses, staff cars, and other rolling stock.

At a minimum, the Ground Support Unit Leader determines the method of maintenance support to best fit each probable OHS response incident. The Ground Support Unit Leader works with assigned FICs to identify the requirements, and potential sources with which to meet requirements for all ground support equipment anticipated for deployment during an OHS response incident. The Ground Support Unit Leader must be able to anticipate special equipment requirements as well as time/phase sequencing requirements for ground support due to the kind/location of the OHS incident.

The Ground Support Unit Leader assists the Logistics Section in developing portions of the Incident Action Plan that identifies the different levels of response needed to cope with the magnitude and location of potential incidents. The Ground Support Unit Leader must interact closely with the Environmental Unit Leader to determine personnel requirements (e.g., special operators license); the Supply Unit Leader for ordering fuels; and the Facilities Unit Leader if ground support equipment servicing is anticipated. Specific ground support plans will address:

- ◆ Forecasted equipment requirements;
- ◆ Temporary repair shop facilities and staffing;
- ◆ Equipment decontamination;
- ◆ Forecasted fuel requirements;
- ◆ Forecasted field maintenance (e.g., repair parts and consumable requirements);
- ◆ Hours of operation;
- ◆ Demobilization requirements.

6.4.3.2 Aircraft Support (moved to Operations)

6.4.3.3 Vessel Support Unit Leader

OHS response incidents may occasionally require the use of one or more of the following types of support vessels:

- ◆ Large support platforms for near and offshore operations where shoreside staging areas are impractical;
- ◆ Deck barges for work platforms and tank barges to receive recovered or transferred oil;

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- ♦ Small boats for handling boom and transportation of small equipment and personnel;
- ♦ Berthing and logistics support vessels or barges for large, remote marine response operations.

A complete listing of support vessels available through other regional military activities, SUPSALV, and local contractor support vessels is provided in Appendix E. The local USCG Marine Safety Office may also be aware of potential assets temporarily available in the COMNAVREG MIDLANT AOR (e.g., barges entering or leaving overhaul facilities).

6.4.4 General Supplies

The Logistics Section Chief also must develop general supply management procedures that will enhance operational flexibility and ensure that all personnel associated with the response organization have the proper tools and equipment necessary to perform their duties. While contractors are normally responsible for their own personnel and general supplies, the remote location of some OHS response incidents may require a single coordinated general supply effort organized by COMNAVREG MIDLANT.

At a minimum, the Supply Unit Leader determines the method of providing supply support to best fit each probable OHS response incident. The Supply Unit Leader works with assigned FICs to identify the requirements, and potential sources with which to meet requirements for administrative supplies, portable equipment, repair parts, fuel, consumables, etc. The Support Branch Director must be able to anticipate the number of personnel to operate temporary issue and storage facilities as well as any special equipment requirements due to the type and location of the OHS incident.

The Support Branch Director develops a support plan that identifies the different levels of response needed to cope with the magnitude and location of potential incidents. The Supply Unit Leader must interact closely with the Planning Section to determine forecasted consumable requirements, the Service Branch for ordering food, and the Ground Support Unit for potential procurement actions supporting transportation. Specific supply support plans will address:

- ♦ Fuel procurement;
- ♦ Consumables procurement;
- ♦ Food procurement;

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- ◆ Potable water procurement;
- ◆ Equipment rentals;
- ◆ Receiving operations;
- ◆ Temporary storage operations;
- ◆ Issuing operations;
- ◆ Demobilization requirements.

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Chapter 7

RESPONSE MANAGEMENT - FINANCE

7.1 FINANCE

The Finance Section is part of the incident command spill management team and is responsible for handling all accounting services and personnel administrative matters. The Finance Section works closely with the Logistics Section to track all expenditures of the response operations. The Finance Section is led by the Finance Section Chief and is assisted by the Cost/Time Tracking Unit Leaders. The responsibilities of these staff positions can be reviewed in the Field Operations Guide located at the Coast Guard website (<http://www.uscg.mil/hq/g-m/nmc/response/fog.pdf>).

7.2 POLLUTION RESPONSE FUNDING

Navy activities are mission-funded to perform "housekeeping" cleanup associated with minor pollution incidents (less than 25 gallons). However, the spiller is responsible for all costs incurred for response and cleanup of pollution incidents caused by a Navy ship or activity. The major claimant of the spiller is ultimately responsible for funding of the response/cleanup effort. Because major pollution incidents occur so infrequently, there is no funding earmarked to support emergency OHS spill response activities in the DoD Five year Defense Plan (FYDP). Consequently, no Navy activity has a pre-established source of emergency funding for pollution response. Nonetheless, it is the responsibility of COMNAVREG MIDLANT or the local activity to initiate response activities for **any** Navy OHS spill that occurs within its area of responsibility (AOR). The NOSC, or responding activity, should seek a formal line of accounting data, funding citation, or reimbursement from the spiller's chain of command as soon as possible. However, lack of an immediate funding transfer from the spiller to the responder must not delay unified Navy action.

In those situations where the NOSC or FIC must initiate response actions without advance funds from the spiller, the cost verification procedures described in Section 7.6 are critical. The USCG is experienced in assessing and documenting expenditures for pollution response. Appendix G provides information on how to obtain USCG assistance for cost verification.

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7.2.1 Initial Emergency Funding

When a pollution incident occurs, the responsible party must identify and allocate funds for cleanup expenses quickly. When appropriate, initial funding can be provided by a responding local Navy shore activity for later reimbursement. If funds greater than those initially available from the spiller or local shore activity are required, the major claimant should be requested to provide additional funds. An estimate of funds required, and a schedule of when those funds must be available, should be developed by the NOSC Spill Management Team, particularly Operations, as soon as possible during the early phases of the response.

7.2.2 Funding Limitations

The amount of funding immediately available should not limit the extent of the initial response effort. When necessary, contracts for outside sources may be written with limited periods of performance and cost ceilings to the extent of available funds. Follow-on negotiations and contract modifications can be implemented as additional funds are received. The availability of follow-on funding should be directly related to the severity of the oil pollution incident.

7.2.3 Estimating Clean Up Costs

During the initial pollution assessment, the NOSC Spill Management Team should evaluate the magnitude of the incident and estimate all cleanup costs. Exact cost estimating is not necessary. However, failure to properly estimate costs could delay final funding of the cleanup effort as repetitive funding transactions are briefed and executed through the spiller's chain of command. Assistance in estimating cleanup costs for large or complex operations should be obtained from SUPSALV or the local Coast Guard Marine Safety Office (MSO).

7.3 LOCAL/STATE GOVERNMENT SERVICES

The cleanup of larger pollution incidents may sometimes involve the state or local governments identified in Appendix A. Requests for local or state government assistance will be made only by COMNAVREG MIDLANT and will be confirmed through the NOSC Spill Management Team. Arrangements of this nature usually will not require an accompanying funding document. Pertinent Memoranda of Understanding (MOU's) and/or similar support agreements between COMNAVREG MIDLANT and the state and local

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government agencies are included in Appendix G. These should be used to determine what services, if any, will be charged to the Navy and should include provisions for the intent and ability to pay for any services charged. Funding of these assistance services should be handled as an accounting transfer of funds based on an agreed rate structure rather than by a contractual procurement action.

7.4 CONTRACTING

7.4.1 Contracting Authority

Large pollution cleanups may require contracting authority beyond the authorized limits of the responsible party or local Navy responder. Significant contracting actions for emergency services shall be coordinated through the COMNAVREG MIDLANT Spill Management Team and the appropriate contract specialist. The level of authority and contracting expertise necessary to assist the NOSC Spill Management Team can be acquired through a regional contracting department at the closest Fleet and Industrial Supply Center (FISC). The NOSC staff should involve the FISC contracting personnel in training exercises to ensure that the contract specialist has a clear understanding of the spill response process. Follow-on construction contracts for restoration and similar work will normally be handled through the engineering field division of the Naval Facilities Engineering Command.

SUPSALV maintains contracts for worldwide emergency salvage and pollution response. These contracts can be used by the NOSC or the responding activity to obtain equipment or services needed for a Navy OHS spill if funding is channeled through SUPSALV. Note, however, that NAVSEA fiscal and accounting procedures prohibit SUPSALV from mobilizing either equipment or the SUPSALV contractor without an initial line of accounting data. SUPSALV is mission-funded to respond for response to fleet units and shore activities when they call for assistance. However, SUPSALV is not funded to actually perform cleanup operations. Appendix E contains information on obtaining SUPSALV services.

7.4.2 Contracting Staff Support

The Logistics/Finance/Admin Sections must ensure that support personnel are available to provide accounting information, cost estimates, purchasing authority, vendor interface, and verification of expenditures throughout the response. Additional contracting support personnel may be

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required for complex operations since all reimbursable expenditures must be approved and a daily summary of costs must be maintained throughout the cleanup effort.

7.5 REIMBURSEMENT OF FUNDS

7.5.1 Navy Reimbursement Procedures

At the conclusion of the response, a full accounting of all funds received and expenses incurred during the response must be made. After the full accounting, requests for reimbursement of any costs incurred by COMNAVREG MIDLANT or other commands, for the pollution response expenditures that are not normally considered the responsibility of the command, can be made through the appropriate chain of command. The following are examples of pollution response expenditures that are reimbursable from the spiller's major claimant:

- Navy Industrial Fund (NIF) funded activity costs including full labor costs and overhead;
- Travel and *per diem* costs of personnel who were requested to directly support the response effort;
- Local or state government costs in direct support of the response effort;
- Requested and approved overtime for Navy civilian personnel;
- Fuel expended by Navy or government vessels, vehicles, and aircraft which were requested by the NOSC or FIC to support the response;
- Supplies, materials, or minor equipment procured specifically for the response;
- Rental or lease of equipment obtained specifically for the response;
- Transportation of equipment not otherwise funded;
- Cost of civilian cleanup or disposal companies who were directly contracted by the NOSC or FIC;
- Contracted scientific/technical support;
- Repair, maintenance, and refurbishment of equipment used in the response;
- Return transport of equipment not otherwise funded;
- Final disposal of recovered oil, HS, and debris.

7.5.2 DLA/DFSC Reimbursement Procedures

The recovery of Navy costs in support of pollution incidents associated with "capitalized" Defense Logistics Agency (DLA)/Defense Fuel Supply Center (DFSC) petroleum products is

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described in the DoD instruction 4140.25M, DoD Management of Bulk Petroleum Products. DFSC will only fund the response/cleanup efforts associated with DLA/DFSC-owned petroleum products if the spill did **not** result from gross operator negligence. After DLA/DFSC products have been delivered to the end-user (e.g., aircraft, ship, heating tank, etc.) they are no longer the responsibility of DFSC.

7.5.3 Non-DOD Reimbursement Procedures

The recovery of Navy costs in support of U.S. Coast Guard requests are described in the Navy/Coast Guard Inter-Agency Agreement, which is contained in Appendix G.

7.6 FUNDING DOCUMENTATION

All requests for equipment or services must be documented. A verbal request must be confirmed by an appropriate funding document or other acceptable record containing the full line of accounting data with cost ceilings from the spiller, or major claimant.

7.7 COST VERIFICATION

When services or equipment are contracted, the NOSC is responsible for verifying that the contractor performs as required by contract, and that costs submitted for payment are factual. The assignment of additional on-site personnel may be required for proper cost verification.

Commercial contracts issued for pollution cleanup contains provisions for daily cost summaries and specify the method for verification of performance.

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Chapter 8

RESPONSE PERSONNEL TRAINING

8.1 TRAINING

Training is required to ensure the safety of personnel, vessels, and the facility, and to mitigate or prevent a discharge of oil or release of a hazardous substance. Personnel assigned responsibilities in this plan should be thoroughly briefed and should review this plan as part of their job familiarization.

In order to assist in the development of training programs under the Oil Pollution Act of 1990 (OPA 90), U.S. Coast Guard (USCG), U.S. Environmental Protection Agency (EPA), Research and Special Programs Administration (RSPA), and Minerals Management Service (MMS) assembled a Training Reference manual (TR manual) for oil spill response. The TR manual provides an outline of suggested training subjects for personnel assigned as Qualified Individuals (QI), members of a Spill Management Team, or a facility immediate response team (called "Facility Personnel" in the training reference). Sections 8.2, 8.3, and 8.4 and Tables 8-1, 8-2, and 8-3 are excerpts from the TR manual and identify suggested training requirements for the Qualified Individual, the Spill Management Team, and Facility Personnel. Copies of the entire training reference are available from COMNAVREG MIDLANT.

The Navy supports the training process identified in the TR manual and has incorporated those elements pertaining to Navy operations into a Navy On-Scene Coordinator (NOSC) Contingency Planning course. This course is offered on a recurring basis. Additional training is available through NAVFACENGCOM-sponsored courses, local exercises, and SUPSALV sponsored programs.

COMNAVREG MIDLANT has the current listing of spill planning and response related courses and schedules. Documentation of completed courses shall be maintained by the individual and facility.

8.2 TRAINING FOR QUALIFIED INDIVIDUAL

This section describes the training for the qualified individual and is an excerpt from the Training Reference (TR manual) for Oil Spill Response. Suggested training elements presented in the TR manual are also summarized in Table 8-1. The following is paraphrased from Section 3 of the TR manual:

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Response plan holders must identify a qualified individual who will act as the point of contact between the regulatory agencies and the owner or Operator of the vessel or facility. The responsibilities of the qualified individual go far beyond that of a mere intermediary. As defined in OPA 90, the qualified individual is that person identified in a response plan having "full authority to implement removal actions" on behalf of the plan holder. The qualified individual must have authority to commit the financial resources of the organization to prevent or clean up a spill.

Upon learning of a spill or potential spill of an oil or hazardous substance, a primary responsibility of the qualified individual is to immediately communicate with the appropriate federal official and the persons providing personnel and equipment for the spill response. This procedure will ensure timely notification of federal officials so that they may activate Area Contingency Plans, notify other federal, state, and local agencies, ensure adequate measures are taken by the responsible party, and activate governmental response resources when necessary. It also ensures that response personnel identified by the plan holder will commence appropriate response actions in a timely manner.

Federal regulations require response plan holders to identify the type of training the qualified individual will receive. The goal is to ensure that the qualified individual is fully capable of performing his or her duties. Although the qualified individual is not expected to be a technical expert in vessel salvage, clean-up technology, nor pipeline repair, the qualified individual must be familiar enough with the organizations response plan to know the measures that must be taken under the circumstances. The qualified individual must ensure adequate steps are taken to mitigate the situation and know the capabilities of any oil spill removal organization (OSRO) contracted to respond on behalf of the company. The qualified individual should be thoroughly familiar with procedures to activate and contract with the company's OSRO.

The following three pages provide suggested elements which could be incorporated into the training

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program for a qualified individual. The material presented should not be considered mandatory training nor should it be considered all-inclusive. A training program which provided all of the suggested training elements would certainly be very comprehensive. An individual receiving this training would have an excellent educational foundation to help him or her play a highly pro active role in the plan holder's response organization. Plan holders must decide the actual role of the qualified individual in the plan holders' organizations and customize the training programs accordingly.

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| Table 8-1 RESPONSE PERSONNEL TRAINING - QUALIFIED INDIVIDUAL | |
|---|---|
| Position | Suggested Training Element |
| Qualified Individual | <p>Captain of the Port (COTP) Zones or Environmental Protection Agency (EPA) Regions in which the vessel will operate or facility is located</p> <p>Notification procedures and requirements for vessel or facility owners or operators; internal response organizations; federal and state agencies; and contracted oil spill removal organizations (OSROs) and the information required for those organizations</p> <p>Communication system used for the notifications</p> <p>Information on the cargoes carried by the vessel, or transferred, stored, or used by the facility, including familiarity with the material safety data sheets, special handling procedures, health and safety hazards, firefighting and spill response procedures</p> <p>Crew or facility personnel procedures used to mitigate or prevent any discharge or substantial threat of discharge of oil resulting from shipboard or facility operational activities associated with internal or external cargo transfers, storage, or use</p> <p>Procedures the vessel's crew may use to mitigate or prevent any discharge or substantial threat of a discharge of oil in the event of:</p> <ul style="list-style-type: none"> • Grounding or stranding • Collision • Explosion or fire • Hull failure • Excessive list • Equipment failure <p>Procedures for both the internal and ship-to-ship transfers of cargo in an emergency</p> <p>Procedures and arrangements for emergency towing, including the rigging and operation of any emergency towing equipment aboard the vessel</p> |

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| Table 8-1 RESPONSE PERSONNEL TRAINING - QUALIFIED INDIVIDUAL | |
|---|--|
| Position | Suggested Training Element |
| Qualified Individual (cont.) | <p>Vessel crew or facility personnel responsibilities, and procedures for the use of shipboard or facility oil spill mitigation equipment which may be carried</p> <p>The vessel crew's responsibilities, if any, to initiate a response and supervise shore-based response resources</p> <p>Operational capabilities of the contracted OSROs to respond to the following:</p> <ul style="list-style-type: none"> • Average most probable discharge (small discharge) • Maximum most probable discharge (medium discharge) • Worst case discharge <p>Responsibilities and authorities of the qualified individual as described in the vessel or facility response plan and company response organization</p> <p>Procedures, if applicable, to transfer responsibility for the direction of response activities from vessel personnel to the shore-based spill management team</p> <p>The organizational structure that will be used to manage the response actions, including:</p> <ul style="list-style-type: none"> • Command and control • Public information • Safety • Liaison with government agencies • Spill response operations • Planning • Logistics support • Finance <p>The responsibilities and duties of each oil spill management team member within the organizational structure</p> <p>The drill and exercise program to meet federal and state regulations as required under OPA</p> <p>The role of the qualified individual in the post discharge review of the plan to evaluate and validate its effectiveness</p> |

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Table 8-1
RESPONSE PERSONNEL TRAINING - QUALIFIED INDIVIDUAL

**Response
Position**

Suggested Training Element

The role of the qualified individual in the post discharge review of the plan to evaluate and validate its effectiveness

ACPs for the areas in which the vessel operates or the facility is located

The National Contingency Plan (NCP)

Roles and responsibilities of federal and state agencies in pollution response

Available response resources identified in response plan

Contracting and ordering procedures to acquire oil spill removal organization resources identified in the response plan

Occupational Safety and Health Administration (OSHA) requirements for worker health and safety (29 CFR 1910.120)

Incident Command System/Unified Command System

Public affairs

Crisis management

Procedures for the plan holder's ship salvage arrangements

Procedures for obtaining approval for dispersant use or in situ burning of the spill

Oil spill trajectory analyses

Sensitive biological areas

Note: These suggested elements are taken from the USCG, EPA, RSPA, and MMS Training Reference manual (TR manual).

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8.3 TRAINING FOR SPILL MANAGEMENT TEAMS

This section describes the training for the spill management teams and is an excerpt from the Training Reference manual (TR manual) for Oil Spill Response. Suggested training elements presented in the TR manual are also summarized in Table 8-2. The following is paraphrased from Section 4 of the TR manual:

A spill management team is also required to be designated by USCG regulations. The function of the team is to assist or relieve the company's qualified individual in the actual response to an oil or hazardous substance spill. The team staffs the organizational structure identified by the company to manage response plan implementation. The team may also provide the operational oversight of field response personnel.

Although the size and qualifications of the spill management team have not been federally mandated, the team must be adequately staffed to ensure a credible response depending on the size of the spill. The number of members will be expected to grow if the situation warrants 24 hour operations and a cast of several thousand cleanup personnel. A well-structured response organization will be able to accommodate changes in the size of the spill management team and rapidly integrate additional members.

Many agencies and private companies have chosen response organizations based on the Incident Command System (ICS) model developed in the early 1970's by federal, state, and local officials in California to fight major forest fires. There are many systems that are used throughout the United States for the direction and control of resources in emergencies. The National Fire Academy and the National Interagency Incident Management System have both developed popular models for ICS-based response organizations. However, regardless of the specifics of the systems, all ICS systems are based on the same basic business management principles. In a business or government environment, managers and leaders perform the basic daily tasks of planning, directing, organizing, coordinating, communicating, delegating, and evaluating. The same is true for emergency response management.

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OSHA requires the senior emergency response official of hazardous substance emergency response organizations to use a site-specific ICS. The response management organization is built around five major management activities:

- Command;
- Operations;
- Planning;
- Logistics; and
- Administration and Finance.

OPA requires the On-Scene Coordinator (OSC) to work with state and local officials in the development of ACPs, to ensure pre-planning of joint response efforts, and to expedite decisions for the use of dispersants and other mitigating substances. The Federal Government, through its NCP, uses a Unified Command Structure (UCS). This structure is intended to bring the OSC, state official, and the responsible party together to facilitate the decision making processes and optimize the combined response efforts of all participants. The UCS structure can easily integrate members of the spill management team who will be most likely invited to participate.

The key to training spill management team members is to train them according to their functional role within the response organization. Members staffing an operations center need to be trained differently from members whose primary function is logistics. Many of the company's personnel will be able to draw upon skills they use and training they have obtained in the company's everyday activities of running the facility or vessel operation. Personnel designated to administer the financial duties of spill response and cost documentation are especially likely to have such experience. Other personnel will be asked to fill roles which they may only perform in a crisis situation; therefore, due to the infrequency of an actual crisis, these personnel would need extra periodic training to perform crisis functions.

If the individual will always fill the same spill management team function, training requirements will be narrow in scope. If a company desires greater flexibility in the use of their personnel and

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redundancy in available knowledge when key personnel are unavailable, it may choose to add to the curricula presented to team members. The goal is to train these personnel so that the team can function as a coordinated unit and direct the cleanup activities or preventative measures in an efficient and timely manner.

The following pages provide suggested elements which could be incorporated into the training program for the spill management team. The material should not be considered as mandatory training nor should it be considered all-inclusive. A training program that provided all of the suggested training elements would certainly be very comprehensive. Team members receiving this training would have an excellent educational foundation to help them play a highly proactive role in the plan holder's response organization. Plan holders must decide the actual role of their spill management team members in their organizations and customize their training programs accordingly.

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| <p align="center">Table 8-2 RESPONSE PERSONNEL TRAINING - SPILL MANAGEMENT TEAM</p> | |
|---|--|
| Position | Suggested Training Element |
| Spill Mgt Team Member | The Captain of the Port (COTP) Zones or EPA Regions in which the vessel will operate or facility is located |
| | Notification procedures and requirements for vessel or facility owners or operators, internal response organizations, federal and state agencies; and contracted oil spill removal organizations and information required for those organizations |
| | Communication systems used for the notifications |
| | Procedures the vessel's crew may use to mitigate or prevent any discharge or a substantial threat of a discharge of oil in the event of: <ul style="list-style-type: none"> • Grounding or stranding • Collision • Explosion or fire • Hull failure • Excessive list • Equipment failure |
| | Vessel crew or facility personnel responsibilities, and procedures for use of shipboard or facility equipment which may be carried to mitigate an oil discharge |
| | Vessel crew's responsibilities, if any, to initiate a response and supervise shore-based response resources |
| | The operational capabilities of the contracted oil spill removal organizations (OSROs) to respond to the: <ul style="list-style-type: none"> • Average most probable discharge (small discharge) • Maximum most probable discharge (medium discharge) • Worst case discharge |
| | Responsibilities and authority of the qualified individual as described in the vessel or facility response plan and company response organization |
| | Procedures, if applicable, for transferring responsibility for direction of response activities from vessel personnel to the shore-based spill management team |

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| Table 8-2 RESPONSE PERSONNEL TRAINING - SPILL MANAGEMENT TEAM | |
|--|--|
| | Suggested Training Element |
| Spill Mgt Team Member cont'd | The organizational structure that will be used to manage the response actions, including: <ul style="list-style-type: none"> • Command and control • Public information • Safety • Liaison with government agencies • Spill response operations • Planning • Logistics support • Finance |
| | The responsibilities and duties of the oil spill management team member within the organizational structure, in accordance with designated job responsibilities |
| | The training procedures as described in the response plan for members of the spill management team |
| | The drill and exercise program to meet the federal and state regulations as required by OPA |
| | Procedures for the post discharge review of the plan to evaluate and validate its effectiveness |
| | The Area Contingency Plans (ACPs) for the areas in which the vessel operates or the facility is located |
| | The National Contingency Plan |
| | Roles and responsibilities of federal and state agencies in pollution response |
| | Available response resources |
| | Contracting and ordering procedures to acquire OSRO resources, in accordance with designated job responsibilities |
| | Public affairs |
| | Crisis management |
| | Personnel management |

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| Table 8-2 RESPONSE PERSONNEL TRAINING - SPILL MANAGEMENT TEAM | |
|---|---|
| | Suggested Training Element |
| Spill Mgt Team Member (cont.) | Basic information on spill operations and oil spill cleanup technology including: <ul style="list-style-type: none"> • Oil containment • Oil recovery methods and devices • Equipment limitations and uses • Shoreline cleanup and protection • Spill trajectory analysis • Use of dispersants, <i>in situ</i> burning, bioremediation • Waste storage and disposal considerations |
| | Hazard recognition and evaluation |
| | Site safety and security procedures |
| | OSHA requirements for worker health and safety (29 CFR 1910.120) |
| | Incident Command System and Unified Command System |
| | Ship salvage procedures, vessel damage stability and hull stress considerations when performing shipboard mitigation procedures, as applicable to designated job responsibilities |
| | Emergency cargo transfer procedures, as applicable to designated job responsibilities |
| | Procedures for both the internal and ship-to-ship transfers of cargo in an emergency, as applicable to designated job responsibilities |
| | Procedures and arrangements for emergency towing, including the rigging and operation of any emergency towing equipment aboard the vessel, as applicable to designated job responsibilities |
| | Sensitive biological areas, as applicable to designated job responsibilities |
| | Procedures for directing the deployment and use of spill response equipment, as applicable to designated job responsibilities |
| Note: These suggested elements are taken from the USCG, EPA, RSPA, and MMS Training Reference manual (TR manual). | |

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8.4 TRAINING FOR FACILITY PERSONNEL

This section describes the training for the facility personnel and is an excerpt from the Training Reference manual (TR manual) for Oil Spill Response. Suggested training elements presented in the TR manual are also summarized in Table 8-3. The following is paraphrased from Section 6 of the TR manual:

Facility owners/operators are required to explain in detail how to implement the facility's emergency response plan by describing response actions to be carried out ensuring the safety of the facility and mitigating or preventing discharges. They must identify the response resources for worst case discharges and identify facility personnel responsible for performing specific procedures to mitigate or prevent a discharge or potential discharge.

Prevention Training Requirements: EPA's current oil pollution prevention regulations (40 CFR part 112), the Spill Prevention, Control and Countermeasures (SPCC) rule, states that training exercises should be conducted at least yearly for all personnel. Training should be given to new employees within one week of beginning work, and spill prevention briefings should be scheduled and conducted for the facility's operating personnel at least once a year. Prevention training must include, but is not limited to, the following subjects:

- Operations and maintenance of equipment;
- Applicable pollution control laws;
- Contents of facility's SPCC plan; and
- General facility operations.

EPA has proposed, but not finalized, several additional prevention training requirements as follows: (1) the training previously described is proposed as a requirement, and (2) it is proposed that personnel involved in oil-handling activities at facilities with certain operations are to receive at least 8 hours of training initially and at least 4 hours of refresher training per year.

Response Training Requirements: EPA's final facility response plan rule requires the owner or operator of a substantial harm facility to have a

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training program for those personnel involved in oil spill response activities [59 FR 34097; July 1, 1994]. The rule recommends that the training program be based on this reference manual, as applicable to facility operations, or a facility can develop its own response training program subject to approval by the appropriate EPA Regional Administrator.

MMS regulations require that personnel who respond to spills through deployment and operation of oil spill response equipment be provided with hands-on training classes at least annually [30 CFR 250.43]. In addition, future MMS regulations may require a description of the training to be carried out under the plan.

Coast Guard regulations require the owner or operator of marine-transportation-related (MTR) facilities to identify the training to be provided to each individual with responsibilities in the response plan.

If the individual will always fill the same function in the facility response plan, training requirements will be narrowed in scope. If a company desires greater flexibility in use of its personnel and redundancy in available knowledge in case key personnel are unavailable, it may choose to add to the curricula presented to facility operators. The following table provides suggested elements which could be incorporated into the training program for facility personnel. The material should not be considered as mandatory training nor should it be considered all-inclusive. A training program which provided all of the suggested training elements would certainly be very comprehensive. Facility personnel receiving this training would have an excellent educational foundation to help them play a highly proactive role in the plan holder's response organization. Plan holders must decide the actual role of their facility personnel in their organizations and customize their training programs accordingly.

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| Table 8-3 RESPONSE PERSONNEL TRAINING - FACILITY PERSONNEL | |
|---|--|
| Position | Suggested Training Element |
| Immediate Response Team Member | The Captain of the Port (COTP) Zone or EPA Region in which the facility is located |
| | Notification procedures and requirements for facility owners or operators, internal response organizations, federal and state agencies; and contracted oil spill response organizations (OSROs), and the information required for those organizations |
| | Communication system used for the notifications |
| | Information on the products stored, used, or transferred by the facility, including familiarity with the material safety data sheets, special handling procedures, health and safety hazards, and spill and fire fighting procedures |
| | Facility personnel responsibilities, and procedures for use of facility equipment which may be available to mitigate or prevent an oil discharge |
| | Specific procedures to shut down affected operations |
| | Procedures to follow in the event of discharge, potential discharge, or emergency involving the following equipment or scenarios: <ul style="list-style-type: none"> • Tank overfill • Tank rupture • Piping or pipeline rupture • Piping or pipeline leak, both under pressure and not under pressure, if applicable • Explosion or fire • Equipment failure • Failure of secondary containment system |
| | The operational capabilities of the contracted OSROs to respond to the: <ul style="list-style-type: none"> • Average most probable discharge (small discharge) • Maximum most probable discharge (medium discharge) • Worst case discharge |
| | Name of the QI and contact information |

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| <p align="center">Table 8-3 RESPONSE PERSONNEL TRAINING - FACILITY PERSONNEL</p> | |
|---|--|
| Response Position | Suggested Training Element |
| Immediate Response Team Member (cont.) | General responsibilities and authorities of the qualified individual as described in the facility response plan and company response organization |
| | The organizational structure that will be used to manage the response actions, including: <ul style="list-style-type: none"> • Command and control • Public information • Safety • Liaison with government agencies • Spill response operations • Planning • Logistics support • Finance |
| | The drill and exercise program to meet the federal requirements |
| | The Area Contingency Plan for the area in which the facility is located |
| | The National Contingency Plan |
| | Roles and responsibilities of federal and state agencies in pollution response |
| | OSHA requirements for worker health and safety (29 CFR 1910.120) |
| <p>Note: These suggested elements are taken from the USCG, EPA, RSPA, and MMS Training Reference manual (TR manual).</p> | |

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Chapter 9

RESPONSE TEAM TRAINING - DRILLS AND EXERCISES

9.1 DRILLS AND EXERCISES

It is Navy policy to participate in the National Preparedness for Response Exercise Program (PREP) to meet Oil Pollution Act of 1990 (OPA 90) drill and exercise requirements. Each activity required to comply with OPA 90 must participate in all phases of PREP. PREP consists of internal and external exercises. Internal exercises are those that can be conducted with only Navy personnel. External exercises are those that require participation by outside organizations such as other federal agencies (e.g., U.S. Coast Guard [USCG], the National Oceanic and Atmospheric Administration [NOAA], the Department of Interior [DOI], and the U.S. Environmental Protection Agency [EPA]), state agencies, and local government agencies. The following are internal exercises:

- ◆ Qualified Individual Notification Exercises;
- ◆ Emergency Procedures Exercises;
- ◆ Spill Management Team Tabletop Exercises;
- ◆ Equipment Deployment Exercises.

The following are external exercises:

- ◆ Area Exercises;
- ◆ Coast Guard/EPA/RSPA-Initiated Unannounced Exercises.

Each category of exercise is designed to test a particular aspect of spill response and has distinct objectives that must be met. The particulars of each exercise are detailed in the publication "National Preparedness for Response Exercise Program (PREP) Guidelines", produced by the regulatory agencies charged with overseeing OPA 90 compliance. Copies of this document are available from COMNAVREG MIDLANT. This chapter discusses sections of the PREP Guideline that are specifically applicable to NOSC commands and Navy facilities. A summary of these sections appears in matrix form in Table 9-1. Note that there are differences between the requirements of the three regulatory agencies. For example, USCG requires records maintenance for three years, while EPA requires that the same records be retained for five years. It is Navy policy to meet the most stringent requirement. The matrix shows that all records will be maintained for five years.

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A brief discussion of each type of exercise is included in this chapter. Detailed explanations for each exercise requirement are contained in the PREP Guidelines.

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Table 9-1
OPA 90 (PREP) Drill and Exercise Requirements

| | Notification Drill | Tabletop Drill | Equipment Deployment Drill | Unannounced Drill | Area Exercise |
|------------------------|--------------------|--|--|--|--|
| Participating Elements | Facilities | Spill Management Team (SMT) Facility SMT | Installations with organic response equipment Navy SUPSALV | Installations with Facility Response Plans | Federal, State and Local Government and Industry |
| Initiating Authority | Facility | NOSC Navy Facility | Installation's Command Policy Navy SUPSALV | Self-initiated USCG/EPA-initiated | USCG, EPA and Industry (may include U.S. Navy)* |
| Frequency | Quarterly | Annually | Semiannually for installations with organic response equipment | Annually (not required to participate if participated in unannounced USCG or EPA-initiated drill w/in last 36 months) ♦ Maximum of 4 per Area per year for USCG/EPA-initiated | Triennially for each Area (20 total exercises per year) * Total annual exercises to consist of: 5 Coastal, USCG lead 10 Coastal, Industry lead 4 Inland, Industry lead 1 Inland, EPA lead USN may be required to take lead in some "Industry" category exercises. Exercise lead may require substantial expenditure of funds |
| | | | Annually for SUPSALV | | |

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Table 9-1
OPA 90 (PREP) Drill and Exercise Requirements

| Table 9-1 OPA 90 (PREP) Drill and Exercise Requirements | | | | | |
|--|--|---|--|--|--|
| | Notification on Drill | Tabletop Drill | Equipment Deployment Drill | Unannounced Drill | Area Exercise |
| Scope and Objective | Exercise communications between the spiller and Facility. Contact with and confirmation by the appropriate response command must be made (ie., by telephone, radio, message, pager, or fax). | Exercise SMT in a review of: <input type="checkbox"/> Knowledge of Response Plan <input type="checkbox"/> Proper Notification <input type="checkbox"/> Communications System <input type="checkbox"/> Ability to Access the OSRO (ie. OSOT, SUPSALV, BOAs or other resources in area) <input type="checkbox"/> Transition from a local facility team to a regional NOSC team <input type="checkbox"/> Coordination of personnel with responsibility for spill response <input type="checkbox"/> Ability to coordinate effectively with NRS infrastructure <input type="checkbox"/> Ability to access information in the ACP for location of sensitive areas, resources available within area, unique conditions of area, etc. | Navy SUPSALV Deploy into intended operating areas, and operate response equipment. (Only a representative sample of each type of equipment need to be operated) <input type="checkbox"/> To receive credit, as a minimum, must deploy: 1) 1000' of each type of boom in inventory (only 50' Bottom Seal boom) and 2) one of each type of skimming equipment <input type="checkbox"/> Ensure response equipment is operational, and personnel are capable of deploying and operating the equipment <input type="checkbox"/> Equipment not deployed must be included in a comprehensive training and maintenance program. The maintenance program must ensure the equipment is periodically inspected and maintained in good operating condition in accordance with the manufacturer's recommendation and best commercial practices. All inspections and maintenance must be documented <input type="checkbox"/> OSROs that respond to and have equipment pre-staged in various geographic locations are required to conduct exercises in <u>EACH</u> location. | USCG/EPA-Initiated <input type="checkbox"/> Will involve equipment deployment in each drill. Equipment deployment should demonstrate: 1) Timeliness 2) Adequate Equipment for Scenario 3) Proper Deployment <input type="checkbox"/> Maximum of 4 hours in duration <input type="checkbox"/> Respond to AMP scenario <input type="checkbox"/> Conduct proper notifications to respond to AMP scenario | Exercise Area Contin-gency Plan along with selected industry response plans. <input type="checkbox"/> Exercise Unified Com-mand System along with appropriate players participating <input type="checkbox"/> Exercise SMT <input type="checkbox"/> Ensure proper notifications are made <input type="checkbox"/> Ensure adequate response equipment is activated for response to the exercise scenario <input type="checkbox"/> ~8-12 hours in duration <input type="checkbox"/> Players will be in actual spaces eg. The command post utilized for a real spill <input type="checkbox"/> Conducted in real time <input type="checkbox"/> Lessons learned may be shared nationwide |

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Table 9-1
OPA 90 (PREP) Drill and Exercise Requirements

| | Notification Drill | Tabletop Drill | Equipment Deployment Drill | Unannounced Drill | Area Exercise |
|------------------------------------|---|---|---|---|---------------|
| Scope and Objective (cont.) | <p><input type="checkbox"/> Revalidate notification list at least every 6 months.</p> <p>Note: The FQI may also be referred to as the FIC.</p> | <p><input type="checkbox"/> Exercise SMT organization, communication and decision making</p> <p><input type="checkbox"/> At least 1 SMT exercise in triennial cycle shall involve WCD scenario.</p> | <p>Installations with organic response equipment</p> <p><input type="checkbox"/> Same scope & objectives as below</p> <p><input type="checkbox"/> Required to deploy equipment up to amount necessary to respond to AMP</p> <p><input type="checkbox"/> Dysfunctional equipment is to be repaired or replaced within 30 days</p> | <p>See Note 1</p> <p>Self-Initiated</p> <p><input type="checkbox"/> May be any required drill except Notification Drill</p> <p><input type="checkbox"/> Conduct proper notifications</p> <p><input type="checkbox"/> Once every 3 years must involve equipment deployment</p> | |
| Credit | <p>May take credit for this exercise in the course of conducting business or other drills provided that the objectives of the drill are met and the drill is properly recorded. Similarly, credit may be given for an actual spill response when the objectives are met and properly recorded.</p> | <p>May take credit for this exercise when conducted in conjunction with other drills provided that the objectives of the drill are met and the drill is properly recorded. Similarly, credit may be given for an actual spill response when the objectives are met and properly recorded.</p> | <p><input type="checkbox"/> May take credit for this exercise when conducted in conjunction with other drills provided that the objectives of the drill are met and the drill is properly recorded. Similarly, credit may be given for an actual spill response when the objectives are met and properly recorded.</p> <p><input type="checkbox"/> Credit will be given for deployment conducted during training.</p> | <p>Credit may be taken for an actual spill response when these objectives are met and properly recorded. Plan holders participating in unannounced USCG/EPA-initiated drills may take credit for Notification and Equipment Deployment Exercises.</p> | |
| Eval. & Cert. | <p>All internal drills are self-evaluating and self-certifying. Unannounced drills initiated by an external agency will be evaluated and certified by the initiating agency. Area exercises will be jointly evaluated by federal, state and industry agencies. Area exercises are certified by the OSC, in consultation with USCG, EPA, RSPA, or MMS.</p> | | | | |

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Table 9-1
OPA 90 (PREP) Drill and Exercise Requirements

| | |
|----------------|---|
| Records | Navy policy will be that documentation of drills/exercises must be retained for 5 years following completion of the drill/exercise. |
| Note 1: | Facilities have the possibility of conducting an optional Emergency Procedures Exercise that would satisfy the requirement for the annual Unannounced Exercise. For the purposes of PREP, emergency procedures for facilities are those procedures established at the facility to mitigate or prevent any discharge associated with cargo transfer. |
| Note 2: | Area Drills are "external drills". Unannounced drills may be either Navy-initiated or initiated by an external organization (eg. USCG/EPA) |

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9.1.1 QI Notification Exercise

A Qualified Individual (QI) Notification Exercise is required to exercise the communications between facility personnel and the individual (the QI) with the authority to mobilize whatever resources are required to respond effectively to the spill. At the facility level, this communications network normally is exercised on a routine basis for small spills, and with proper documentation, these responses can satisfy the facility QI notification requirement. For a spill response exceeding the capability of the facility, the QI notification process includes the NOSC. The QI Notification Exercise is designed to establish and exercise this component.

9.1.2 Emergency Procedures Exercise

The Emergency Procedures Exercise ensures that personnel are capable of conducting the initial actions necessary to mitigate the effects of a spill resulting from operational activities associated with cargo transfers. PREP designates this exercise as optional for facilities. However, this exercise can be a good method for facilities to fulfill the annual unannounced internal exercise requirement (see paragraph 9.1.6).

9.1.3 Spill Management Team Tabletop Exercise

The Spill Management Team Tabletop Exercise is probably the most significant internal exercise conducted. This annual requirement exercises the NOSC response organization and develops working relationships with other organizations, including the facility response team, USCG, EPA, other federal agencies, state officials, local governments, and other responsible parties. Each year, the scenario can focus on a worst case discharge at a different regulated facility within the COMNAVREG MIDLANT Area of Responsibility (AOR). Observers from other Navy facilities within the COMNAVREG MIDLANT AOR can be invited to attend, thereby gaining experience while also providing valuable input to the exercise.

Individual facilities are also required to conduct these exercises annually. Every three years, each facility must conduct a worst case discharge tabletop exercise. A combined facility/NOSC exercise receives credit for both the facility and NOSC. Variations on the scenario can test the full range of NOSC responsibility. For example, a scenario can involve a commercial barge at a Navy facility, two "gray hulls" not at a facility, or

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a public vessel and a commercial ship in a remote region of the COMNAVREG MIDLANT AOR.

9.1.4 Equipment Deployment Exercises

There are two categories of Equipment Deployment Exercises. The first is for equipment owned and operated by the facility. These exercises are conducted semi-annually. The second is for equipment required when a spill exceeds the capabilities of a facility. This equipment deployment exercise (at the NOSC level) involves SUPSALV equipment.

SUPSALV is the Navy's equivalent to an Oil Spill Removal Organization (OSRO). SUPSALV implements the required equipment exercise schedule for each geographic area as required by the PREP Guidelines. Documentation for each completed exercise is sent to every NOSC to meet record keeping requirements. To maximize the training benefits while minimizing the costs of exercises, SUPSALV schedules their equipment deployment exercises to coincide with area exercises, when possible.

9.1.5 Area Exercise

The objectives of the Area Exercise include exercising the Area Contingency Plan in conjunction with a Facility Response Plan (FRP); exercising the area and facility spill management teams; exercising the unified command including federal, state, and local agency participants; and deploying adequate response equipment for the exercise scenario. Since an Area Exercise is required in each area only once every three years, it is viewed as the ultimate test as to whether an area is ready to respond to a major oil spill. There are a total of 20 Area Exercises per year. Six are led by USCG or EPA and 14 are led by a facility, pipeline, or vessel owner/operator.

The organization that is assigned lead responsibilities for an Area Exercise is responsible for much of the planning and execution of the exercise and the associated expenses. Since an Organization gets the same credit for participating in an exercise as they do for leading the exercise, it is more cost effective to participate in an exercise lead by another organization. In an area where no facility owner/operator volunteers to lead an exercise, the USCG or EPA selects an organization that has not participated in an Area Exercise to lead an upcoming exercise.

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9.1.6 Unannounced Exercise

There are two categories of Unannounced Exercises. The first is an internal unannounced exercise; the second is a government-initiated unannounced exercise. The internal unannounced exercise requirement is that one of the following exercises be unannounced:

- ◆ Emergency procedures exercise;
- ◆ Spill management team tabletop exercise; or
- ◆ Equipment deployment exercise.

The government-initiated unannounced exercise is conducted by the USCG/EPA. These regulatory agencies may conduct four exercises per area per year. The exercises are limited to four hours in duration and involve equipment deployment to respond to an average most probable spill scenario. If a facility has been selected for one of these unannounced exercises, that facility will not be required to participate in another for at least 36 months from the date of the exercise.

9.1.7 Drill and Exercise Credit

Credit can be taken for many of the exercises by accurately documenting actual spill incidents. Refer to Table 9-1 for detailed information on the type of information that must be documented. Figures 9.1, 9.2, 9.3, and 9.4, a series of forms extracted directly from the PREP Guidelines, are included herein to illustrate the documentation requirements for exercise events. At a minimum, the documentation must include the following:

- ◆ Date and time of the exercise;
- ◆ A description of the exercise;
- ◆ The objectives met in the exercise;
- ◆ The components of the response plan exercised; and
- ◆ Lessons learned.

An important part of the exercise documentation is a listing of components of the response plan that are exercised. Table 9-2, also extracted from the PREP Guidelines, provides an explanation of the 15 core components that must be exercised at least once in a three year period.

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9.1.8 Schedule

The drills and exercises schedule is driven by many variables. One factor is the PREP schedule which is based on the calendar year. Since credit can be taken for actual events that are properly documented, actual spills allow facilities to maximize the efficient use of their resources by satisfying exercise requirements without actually holding a drill. To avoid the tendency to wait until the end of the requirement period to schedule and hold many drills (assuming that an actual spill will occur), exercises should be scheduled on a routine basis and canceled only when an actual spill supersedes the requirement.

In general, the planning cycle for drills and exercises for each calendar year commences in July when the National Schedule for PREP Area Exercises is published in the Federal Register for the upcoming year. SUPSALV develops tentative schedules based on the Areas that have been selected, whether the Navy has been selected to lead an Area Exercise, and whether the Navy will be a participant in any exercises. One schedule addresses SUPSALV Equipment Deployment Exercises and another identifies dates and locations for the NOSC Contingency Planning Course. These schedules are available in late fall of each year.

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Notification Exercise

1. Date Performed: _____
2. Exercise or actual response? _____
3. Vessel/Facility/Pipeline/Offshore Facility initiating exercise:
4. Name of person notified:
Is this person identified in your response plan as qualified individual or designee?
5. Time initiated:
Time in which qualified individual or designee responded: _____
6. Method used to contact:
____ Telephone
____ Pager
____ Radio
____ Other _____
7. Description of notification procedure:

8. Identify which of the 15 core components of your response plan were exercised during this particular exercise:

Certifying Signature

Retain this form for a minimum of 5 years.

Figure 9.1
INTERNAL EXERCISE DOCUMENTATION FORM

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Emergency Procedures Exercise

1. Date performed: _____
2. Exercise or actual response?
If an exercise, announced or unannounced? _____
3. Location: _____
4. Vessel/Barge/Facility name: _____
5. Time started: _____
Time completed: _____
6. Sections of Vessel/Barge/Facility emergency procedures
exercised (i.e., response to collision, response to oil
spill on deck, response to vessel fire, etc.)?

7. Description of exercise:

8. Identify which of the 15 core components of your response
plan were exercised during this particular exercise:

9. Attach a description of the lesson(s) learned and person(s)
responsible for follow up of corrective measures.

Certifying Signature

Retain this form for a minimum of 5 years.

Figure 9.2

INTERNAL EXERCISE DOCUMENTATION FORM

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Spill Management Team Tabletop Exercise

1. Date(s) performed: _____
2. Exercise or actual response? _____
If an exercise, announced or unannounced? _____
3. Location of tabletop: _____
4. Time started: _____
Time completed: _____
5. Response plan scenario used (check one):
____ Average most probable discharge
____ Maximum most probable discharge
____ Worst case discharge
Size of (simulated) spill _____ bbls/gals

Describe how the following objectives were exercised:

a) Spill management team's knowledge of oil-spill
response plan:

b) Proper notifications:

c) Communications system:

Figure 9.3
INTERNAL EXERCISE DOCUMENTATION FORM

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Spill Management Team Tabletop Exercise

d) Spill management team's ability to access
contracted oil spill removal organizations:

e) Spill management team's ability to coordinate
spill response with On-Scene Coordinator, state and
applicable agencies:

f) Spill management team's ability to access
sensitive site and resource information in the Area
Contingency Plan:

7. Identify which of the 15 core components of your response
plan were exercised during this particular exercise:

8. Attach description of lesson(s) learned and person(s)
responsible for follow up of corrective measures.

Certifying Signature

Retain this form for a minimum of 5 years.

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Equipment Deployment Exercise

1. Date(s) performed: _____
2. Exercise or actual response? _____
If an exercise, announced or unannounced? _____
3. Deployment location(s):

4. Time started: _____
Time completed: _____
5. Equipment deployed was:
_____ Facility-owned
_____ Oil spill removal organization-owned
_____ If so, which OSRO?
_____ Both
6. List type and amount of all equipment (e.g., boom and skimmers) deployed and number of support personnel employed:

7. Describe goals of the equipment deployment and list any Area Contingency Plan strategies tested. (Attach a sketch of equipment deployments and booming strategies):

8. For deployment of facility-owned equipment, was the amount of equipment of deployed at least the amount necessary to respond to your facility's average most probable spill?

Was the equipment deployed in its intended operating environment?

Figure 9.4
INTERNAL EXERCISE DOCUMENTATION FORM

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Equipment Deployment Exercise

9. For deployment of OSRO-owned equipment, was a representative sample (at least 1000 feet of each boom type and at least one of each skimmer type) deployed?

Was the equipment deployed in its intended operating environment?

10. Are all facility personnel that are responsible for response operations involved in a comprehensive training program, and all pollution response equipment involved in a comprehensive maintenance program?

If so, described the program:

Date of last equipment inspection: _____

11. Was the equipment deployed by personnel responsible for its deployment in the event of an actual spill? _____

12. Was all deployed equipment operational? If not, why not?

13. Identify which of the 15 core components of your response plan were exercised during this particular exercise:

14. Attach a description of lesson(s) learned and person(s) responsible for follow up of corrective measures.

Certifying Signature

Retain this form and other documentation related to this exercise on file for a minimum of 5 years.

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9.2 RESPONSE PLAN CORE COMPONENTS

This section describes the core components which must be exercised at least once in a three year period. The following description and Table 9-2 are directly extracted from the PREP guidelines.

"During each triennial cycle, all components of a plan holder's response plan must be exercised at least once. The purpose of this requirement is to ensure that all plan components function adequately for response to an oil spill.

The 15 core components listed below are the types of components that must be exercised. However, these components may not be contained in each response plan. As such, the plan holder shall identify those that are applicable from this list, adding or deleting as appropriate."

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Table 9-2
RESPONSE PLAN CORE COMPONENTS*

1. Notifications: Test the notifications procedures identified in the Area Contingency Plan and the associated Responsible Party Response Plan.
2. Staff Mobilization: Demonstrate the ability to assemble the spill response organization identified in the Area Contingency Plan and associated Responsible Party Response Plan.
3. Ability to Operate Within the Response Management System Described in the Plan:
 - a. **Unified Command**: Demonstrate the ability of the spill response organization to work within a Unified Command.
 - (1) Federal Representation: Demonstrate the ability to consolidate the concerns and interests of the other members of the Unified Command into a unified strategic plan with tactical operations.
 - (2) State Representation: Demonstrate the ability to function within the Unified Command structure.
 - (3) Local Representation: Demonstrate the ability to function within the Unified Command structure.
 - (4) Responsible Party Representation: Demonstrate the ability to function within the Unified Command structure.

***NOTE:** The components listed are taken directly from the PREP Guidelines.

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Table 9-2
RESPONSE PLAN CORE COMPONENTS*

b. **Response Management System:** Demonstrate the ability of the response organization to operate within the framework of the response management system identified in their respective plans.

- (1) Operations: Demonstrate the ability to coordinate or direct operations related to the implementation of action plans contained in the respective response and contingency plans developed by the Unified Command.
- (2) Planning: Demonstrate the ability to consolidate the various concerns of the members of the Unified Command into joint planning recommendations and specific long-range strategic plans. Demonstrate the ability to develop short-range tactical plans for the operations division.
- (3) Logistics: Demonstrate the ability to provide the necessary support of both the short-term and long-term action plans.
- (4) Finance: Demonstrate the ability to document the daily expenditures of the organization and provide cost estimates for continuing operations.
- (5) Public Affairs: Demonstrate the ability to form a joint information center and provide the necessary interface between the unified command and the media.
- (6) Safety Affairs: Demonstrate the ability to monitor all field operations and ensure compliance with safety standards.
- (7) Legal Affairs: Demonstrate the ability to provide the unified command with suitable legal advice and assistance.

4. Discharge Control: Demonstrate the ability of the spill response organization to control and stop the discharge at the source.

5. Assessment: Demonstrate the ability of the spill response organization to provide an initial assessment of the discharge and provide continuing assessments of the effectiveness of the tactical operations.

6. Containment: Demonstrate the ability of the spill response organization to contain the discharge at the source or in various locations for recovery operations.

***NOTE:** The components listed are taken directly from the PREP Guidelines.

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Table 9-2
RESPONSE PLAN CORE COMPONENTS*

7. Recovery: Demonstrate the ability of the spill response organization to recover the discharged product.
- 7.1 On-Water Recovery: Demonstrate the ability to assemble and deploy the on-water recovery resources identified in the response plans.
- 7.2 Shore-Based Recovery: Demonstrate the ability to assemble and deploy the shoreside cleanup resources identified in the response plans.
8. Protection: Demonstrate the ability of the spill response organization to protect the environmentally and economically sensitive areas identified in the Area Contingency Plan and the respective industry response plan.
- 8.1 Protective Booming: Demonstrate the ability to assemble and deploy sufficient resources to implement the protection strategies contained in the Area Contingency Plan and the respective industry response plan.
- 8.2 Dispersant Use: Demonstrate the ability to quickly evaluate the applicability of dispersant use for this incident and implement the protection strategies contained in the Area Contingency Plan and the respective industry response plan.
- 8.3 In-Situ Burning: Demonstrate the ability to quickly evaluate the applicability of in-situ burning for this incident and implement a pre-approved plan from the Area Contingency Plan or develop a plan for use.
- 8.4 Water Intake Protection: Demonstrate the ability to quickly identify water intakes and implement the proper protection procedures from the Area Contingency Plan or develop a plan for use.
- 8.5 Wildlife Recovery and Rehabilitation: Demonstrate the ability to quickly identify these resources at risk and implement the proper protection procedures from the Area Contingency Plan to develop a plan for use.
- 8.6 Population Protection: Demonstrate the ability to quickly identify health hazards associated with the discharged product and the population at risk from these hazards, and to implement the proper protection procedures from the Area Contingency Plan or develop a plan for use.
- 8.7 Bioremediation: Demonstrate the ability to quickly evaluate the applicability of bioremediation use for this incident, and implement a plan from the Area Contingency Plan or develop a plan for use.

*NOTE: The components listed are taken directly from the PREP Guidelines

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Table 9-2
RESPONSE PLAN CORE COMPONENTS*

9. Disposal: Demonstrate the ability of the spill response organization to dispose of the recovered material and contaminated debris.
10. Communications: Demonstrate the ability to establish an effective communications system for the spill response organization.
 - 10.1 Internal Communications: Demonstrate the ability to establish an intra-organization communications system. This encompasses communications within both the administrative elements and the field units.
 - 10.2 External Communications: Demonstrate the ability to establish communications within both the administrative elements and the field units.
11. Transportation: Demonstrate the ability to provide effective multi-mode transportation both for execution of the discharge and support functions.
 - 11.1 Land Transportation: Demonstrate the ability to provide effective land transportation for all elements of the response.
 - 11.2 Waterborne Transportation: Demonstrate the ability to provide effective waterborne transportation for all elements of the response.
 - 11.3 Airborne Transportation: Demonstrate the ability to provide the necessary support of all personnel associated with the response.
12. Personnel Support: Demonstrate the ability to provide the necessary support of all personnel associated with the response.
 - 12.1 Management: Demonstrate the ability to provide administrative management of all personnel involved in the response. This requirement includes the ability to move personnel into or out of the response organization with established procedures.
 - 12.2 Berthing: Demonstrate the ability to provide overnight accommodations on a continuing basis for a sustained response.
 - 12.3 Messing: Demonstrate the ability to provide suitable feeding arrangements for personnel involved with the management of the response.
 - 12.4 Operational and Administrative Spaces: Demonstrate the ability to provide suitable operational and administrative spaces for personnel involved with the mgt of the response.
 - 12.5 Emergency Procedures: Demonstrate the ability to provide emergency services for personnel involved in the response.

*NOTE: The components listed are taken directly from the PREP Guidelines

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Table 9-2
RESPONSE PLAN CORE COMPONENTS*

13. Equipment Maintenance and Support: Demonstrate the ability to maintain and support all equipment associated with the response.
- 13.1 Response Equipment: Demonstrate the ability to provide effective maintenance and support for all response equipment.
- 13.2 Support Equipment: Demonstrate the ability to provide effective maintenance and support for all equipment that supports the response. This requirement includes communications equipment, transportation equipment, administrative equipment, etc.
14. Procurement: Demonstrate the ability to establish an effective procurement system.
- 14.1 Personnel: Demonstrate the ability to procure sufficient personnel to mount and sustain an organized response. This requirement includes insuring that all personnel have qualifications and training required for their position within the response organization.
- 14.2 Response Equipment: Demonstrate the ability to procure sufficient response equipment to mount and sustain an organized response.
- 14.3 Support Equipment: Demonstrate the ability to procure sufficient support equipment to support and sustain an organized response.
15. Documentation: Demonstrate the ability of the spill response organization to document all operational and support aspects of the response and provide detailed records of decisions and actions taken.

*NOTE: The components listed are taken directly from the PREP Guidelines.

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Appendix A
NOTIFICATION DIRECTORIES

| FIC/CO AND RESPONSE TEAM (Organized by State) | |
|---|---|
| DELAWARE: | |
| Navy and Marine Corps Reserve Training Center 3932 Kirkwood Highway Wilmington, DE 19808-5194 | DSN: none Comm: (302) 998-3328 Fax: (302) 992-9347 |
| MARYLAND: | |
| Commander, Naval Surface Warfare Center Indian Head Division 101 Strauss Ave. Indian Head, MD 20640 | DSN: 264-4711 Comm: (301) 743-4711 Fax: (301) 743-4180 |
| Commander, Naval Explosive Ordnance Disposal; Technology Division 2008 Stump Neck Road Indian Head, MD 20640 | DSN: 364-6745 Comm: (301) 743-6745 Fax: (301) 743-4180 |
| Commander, National Naval Medical Ctr Tower 5, 8901 Wisconsin Avenue Bethesda, MD 20889 | DSN: 295-6436/1231 Comm: 301) 295-6436/6437 Fax: (301) 295-6461 |
| Commanding Officer Naval Air Station Patuxent River, MD 20670 | DSN: 342-1817 Comm: (301) 342-1817 Fax: (301) 342-7511 |
| PENNSYLVANIA: | |
| CO, Naval Supply Activity 5450 Carlise Pike; PO Box 2020 Mechanicsburg, PA 17055-0788 | DSN: 430-2179/2175 Comm: 717) 790-2179/1757 Fax: (717) 790-5015 |
| Commander, NSWC Philadelphia Caretaker Philadelphia, PA 19112 | DSN: 443-7058 Comm: (215) 897-7058 Fax: (215) 897-1304 |
| Commanding Officer, Naval Reserve Ctr 1200 Navy Way Road Avoca, PA 18641 | DSN: none Comm: 717) 457-8430/8458 Fax: (717) 457-4042 |
| Commanding Officer, Naval Reserve Ctr 1307 Grove Street Williamsport, PA 17701 | DSN: none Comm: (717) 323-7991 Fax: (717) 323-4312 |
| FIC Naval & Marine Corps Reserve Center 2991 North 2nd Street Harrisburg, PA 17110-1298 | DSN: 430-4753 Comm: (717) 255-8069 Fax: (717) 234-4567 |
| FIC Naval Reserve Center 1600 Postal Road Lehigh Valley, PA 18103 | DSN: none Comm: (610) 264-8823 Fax: (610) 264-1169 |
| FIC Naval Reserve Center 625 E. Pittsburgh/McKeesport Blvd. North Versailles, PA 15137 | DSN: none Comm: (412) 673-0801 Fax: (412) 673-1381 |

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| FIG/CO AND RESPONSE TEAM (Organized by State) | |
|---|--|
| PENNSYLVANIA (continued): | |
| Commanding Officer Naval & Marine Corps Reserve Ctr 261 Industrial Park Road Edensburg, PA 15931 | DSN: none Comm: (814) 472-5083 Fax: (814) 472-6361 |
| Naval and Marine Corps Reserve Center 3938 Old French Road Erie, PA 15931 | DSN: 864-7279 Comm: (814) 472-5083 Fax: (814) 472-6361 |
| Naval and Marine Corps Reserve Center Reading, PA | Comm: (814) 866-3073 Fax: (610) 378-5176 |
| NAS JRB Willow Grove, PA | Comm: 215) 443-6928/6939 |
| VIRGINIA: | |
| Commanding Officer Naval Air Station Oceana Virginia Beach, VA 23460 CDO: 433-4366 Pgr: 664-3018 Cell: 621-6586 | DSN: 433-3437/3435 Comm: 757) 433-3437/3435 Fax: (757) 433-2719 Cell: (757) 288-4120/22 |
| Commanding Officer Naval Amphibious Base Little Creek 2600 Tarawa Court, Suite 100 Norfolk, VA 23521 | DSN: 864-2517 Comm: (757) 462-2517 Fax: (757) 462-7060 Cell: 757-288-4128/31/32 |
| Commanding Officer Naval Medical Center Portsmouth, VA 23708 | DSN: 564-0111/0566 Comm: (757) 953-5669 Fax: (757) 953-7417 |
| Commanding Officer Fleet Industrial Supply Center 1968 Gilbert Street, Suite 600 Norfolk, VA 23511 | DSN: 262-9000 Comm: (757) 322-9000 Fax: (757) 322-9005 |
| Commander, Naval Surface Warfare Center Dahlgren Division; 17320 Dahlgren Road Dahlgren, VA 22448 | DSN: 249-6841 Comm: (540) 653-6841 Fax: (540) 653-2339 |
| Commander Naval Weapons Station PO Drawer 160 Yorktown, VA 23691 | DSN: 953-4707 Comm: (757) 887-4707 Fax: (757) 887-4478 Cell: (757) 288-4109 |
| Commander Norfolk Naval Shipyard Portsmouth, VA 23709 | DSN: 961-7231 Comm: (757) 396-7231 Fax: (757) 396-7026/4826 |
| Officer in Charge, Cheatham Annex Fleet & Industrial Supply Center Norfolk 108 Sanda Avenue Williamsburg, VA 23187 | DSN: 953-7382 Comm: (757) 887-7382 Fax: (757) 887-7375 |
| Commanding Officer, NSGA, NW 1320 Northwest Blvd., Suite 100 Chesapeake, VA 23322 | DSN: 564-8239 Comm: (757) 421-8239 Fax: (757) 421-8255 |

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| FIC/CO AND RESPONSE TEAM (Organized by State) | |
|--|---|
| Commanding Officer AEGIS Combat System Center Wallops Island, VA 23337 | DSN: none Comm: (757) 824-2082 Fax: (757) 824-2086 |
| Naval Air Force Atlantic Rep 521 Park Crescent Norfolk, VA 23511-4092 | DSN: 695-4070 Comm: (757) 444-2563 Fax: (757) 445-4969 |
| Navy & Marine Corps Reserve Training Ctr 6000 Strathmore Road Richmond, VA 23234 | DSN: 695-4070 Comm: (804) 271-6096 Fax: (804) 271-8598 |
| Naval and Marine Corps Reserve Center 5301 Barnes Ave. Roanoke, VA 24019 | DSN: none Comm: (540) 563-9723 Fax: (540) 563-0711 |
| WEST VIRGINIA: | |
| Commanding Officer, Naval Security Group Activity, Sugar Grove PO Box 117 Sugar Grove, WV 26815 | DSN: 769-7672 Comm: (304) 249-6341 Fax: (304) 249-6397 |
| Commanding Officer, Naval Reserve Center 841 Jackson Avenue, West Huntington, WV 25704 | DSN: none Comm: (304) 523-7471 Fax: (304) 529-2735 |
| Commanding Officer Naval and Marine Corps Reserve Center 1600 Lafayette Avenue Moundsville, WV 26041-2347 | DSN: none Comm: (304) 843-1553 Fax: (304) 845-0371 |
| WASHINGTON, DC: | |
| Commandant, Naval District Washington Washington Navy Yard Safety & Environmental Department 901 M Street, SE, Bldg 200, 3rd Floor, South Washington, DC 20397-5520 | Comm: (202) 433-2003 Fax: (202) 433-6831 Alt: (202) 685-1758 Alt Fax: (202) 685-0573 |
| Officer in Charge Naval Comm. Det. Cheltenham 9190 Commo Road Washington, DC 20397-5520 | DSN: 290-0370 Comm: (301) 394-0370 Fax: (301) 394-0141 |
| Superintendent, US Naval Observatory 3450 Massachusetts Ave., NW Washington, DC 20392-5520 | DSN: 762-1497/1462 Comm: (202) 762-1497/1462 Fax: (202) 762-1096 |
| Commanding Officer, Naval Security Station 3801 Nebraska Avenue, NW Washington, DC 20393 | DSN: 764-2982 Comm: (202) 764-3982 Fax: (202) 764-2413 |

COMMANDER, NAVY REGION, MID-ATLANTIC
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| NOSC | |
|--|--|
| Commander, Navy Region Mid-Atlantic | COM: (757) 322-2801 FAX: (757) 444-2133 |
| NOSC Response Staff | |
| Legal Officer (Code 00L) | DSN: 262-2934/2935 Comm: (757) 322-2934/2935 QD: (757) 322-2866/2867 |
| Public Affairs Officer | DSN: 262-2853 Comm: (757) 322-2853 Q-deck: (757) 322-2866/2867 |
| Safety Officer (NAVMEDCEN Portsmouth) | Comm: (757) 445-4359 (757) 444-7597 |
| Government Liaison Officer | Comm: (757) 444-3009x369 Pager: 1-888-958-7882 |
| N3 | Day: (757) 322-2791 24 hr (757) 322-2866/67 |
| N35 Disaster Preparedness | Day: 757-322-2792/2859/2794 24 hr: (757) 322-2866/67 |
| N36 NOSC Representative | Day: (757) 322-3064/2791 24 hr Pgr 1-888-958-4322 |

| OTHER NAVY | |
|---|--|
| Adjacent NOSC(s) | |
| COMSUBGRU Two Grenfel Hall, Building 439 Naval Submarine Base NLON Groton, CT 06349-5100 | DSN: 241-3976 Comm: (860) 694-3976 Fax: (860) 694-2229 |
| COMNAVREGSE Jacksonville Box 102, Naval Air Station Jacksonville, FL 32212-0102 | DSN: 942-5218 Comm (904) 542-5218/5000 Fax: (904) 542-2414 |
| NTC Great Lakes 2701 Sheridan Road, Bldg. 1 Great Lakes, IL 60088 | DSN: 792-4693 Comm: (847) 322-5120 Fax: (847) 688-2319 |
| Major Claimant | |
| CINCLANTFLT 1562 Mitscher Avenue, Suite 250 Norfolk, VA 23551-2487 | DSN: 564-6790 Comm (757) 836-5120/6938 Fax: (757) 836-7439 |

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| OTHER NAVY | |
|--|--|
| Supporting Activities | |
| NAVFACENGCOM Atlantic Division 1510 Gilbert Street Norfolk, VA 23511-2699 | Comm: (757) 322-4762 |
| Navy Public Works Center Norfolk | Comm: (757) 444-7141 |
| NAVFACENGCOM Atlantic Division Contracts (BOA Activation) 1510 Gilbert Street Norfolk, VA 23511-2699 | Comm: (757) 322-4146 Pager: (757) |
| Chief of Naval Operations | Contact: Duty Captain DSN: 225-0231 Comm: (703) 695-0231 |
| EFA Chesapeake Washington Navy Yard 901 M Street SE Washington, DC 20374-5018 | DSN: 325-3286 Comm: (202) 685-3286 |
| Northern Division Naval Facilities Engineering Command 10 Industrial Highway, Mail Stop #82 Lester, PA 19113-2090 | DSN: none Comm: (610) 595-0567 x177 Fax: (610) 595-0555 |
| Military Sealift Command - LANT | Comm: (757) 443-5697 24 hr: (757) 444-1485 |
| Military Sealift Command - HQ | Comm: (202) 685-5707 |
| SUPSALV (SEA 00C25) | |
| Informal Liaison/Initial Notification | Comm: (703) 607-2758 24-Hour: (703) 602-7527 |
| | Comm (703) 607-2758x-284 Pager: (888) 608-5021 |
| To Request Support | 24-Hour: (703) 695-0231 |
| COMSECONDFLEET Duty Officer | DSN: 564-7201 Comm: (757) 444-7201 |

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| OTHER DEPARTMENT OF DEFENSE | |
|---|--|
| U.S. Army Operations Duty Center | Comm(24hr) (703) 697-0218 |
| U.S. Army Corps of Engineers North Atlantic Division Baltimore Division | Comm: (212) 264-7091 Comm: (410) 962-4223 |
| U.S. Marine Corps Command Center | DSN: 227-7366 Comm(24hr) (703) 695-7366 |
| U.S. Air Force Command Center | DSN: 227-6103 Comm(24hr) (703) 697-6103 |

| FEDERAL AGENCIES | |
|--|--|
| Department of Agriculture (USDA) NE Area State & Private Forestry | (302) 239-6745 |
| Department of Energy (DoE) for DE, MD, and PA: Brookhaven Lab for VA, WV, and DC: Oak Ridge Operations | (516) 282-2200 PRI (423) 576-1005 SEC (423) 525-7885 |
| Department of Health and Human Services Agency for Toxic Substances and Disease Registry | (215) 597-7291 |
| Department of the Interior (DoI) | (215) 597-5378 |
| Department of Transportation (DoT) | (202) 366-4000 |
| Environmental Protection Agency (EPA) Region III FOSC | (215) 814-9016 |
| Federal Aviation Administration Norfolk Eastern Region HQ | (757) 460-5142 (718) 553-3000 |
| Federal Emergency Management Administration (FEMA) | (202) 646-4600 |
| Fish and Wildlife Service (DoI) | (413) 253-8646 |

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| | |
|---|--|
| Nat. Atmospheric and Oceanic Administration (NOAA) Coastal Resource Coordinator HAZMAT Liaison Scientific Support Coordinators (SST Duty Officer) Sky Page 1-800-759-8888 MD and VA - pin 5798816 DE and PA (coastal)- pin 5798815 WV and PA (inland)- pin 5798813 | (215) 566-3040 (202) 267-6120 (206) 526-6317 (757) 856-2755 (212) 668-6428 (216) 522-7760 |
| Nat. Institute for Occupations Safety & Health (NIOSH) | 1-800-356-4674 |
| National Response Center (NRC) | 1-800-424-8802 (202) 426-2675 |
| Occupational Safety and Health Administration (OSHA) Region 3 Office Emergency Reporting | (215) 596-1201 1-800-321-OSHA |
| American National Red Cross | HQ (703) 206-7460 |
| American Red Cross Disaster Ops Center | (703) 206-8822 |
| EPA Regional Response Center | (215) 814-9016 |
| USCG Fifth District | (757) 398-6372 |
| Coast Guard Activities Baltimore, Md. | (410) 962-5105 |
| Marine Safety Office Hampton Roads, Va. | (757) 441-3298 |
| Marine Safety Office Huntington, W.V. | (304) 529-5524 |
| Marine Safety Office Philadelphia, Pa. | (215) 271-4800/4883 |
| Marine Safety Office Pittsburgh, Pa. | (412) 644-5808 |
| National Strike Force Coordination Center; Elizabeth City, N.C. | (252) 331-6000 |
| Atlantic Strike Team | (609) 724-0008/0009 |

| STATE OF DELAWARE AND LOCAL AGENCIES | |
|---|---|
| Department of Natural Resources and Environmental Control (DNREC) Notifications | (302) 739-4403 (302) 739-5072 In-state (800) 464-4357 |
| Department of Public Safety | (302) 326-6000 |

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| STATE OF DELAWARE AND LOCAL AGENCIES | |
|--|--|
| Delaware Emergency Mgt Agency | 1-800-292-9588 |
| Governor's Office; Wilmington Office Dover Office | (302) 577-3210 (302) 739-4101 |
| Delaware National Guard | (302) 741-7082 |
| State OSHA: Wilmington Office | (302) 739-5072 (800) 321-OSHA |
| State Emergency Response Commission (SERC) | (302) 834-4531 In state: (800) 480-SERC |
| State Police | (302) 739-5900 |
| State Trustee: DNREC Emergency Management | (302) 739-4403 (302) 739-5072 |

| DISTRICT OF COLUMBIA AGENCIES | |
|--|----------------------------------|
| Dept of Consumer and Regulatory Affairs | (202) 727-7170 |
| Emergency Preparedness | (202) 727-6161 |
| Fire Department HAZMAT Response Team | (202) 673-3348 |
| Mayor's Office Command Center | (202) 727-6161 |
| OSHA Area Office | (202) 523-1452 |
| Police Chief of Police Office | (202) 727-1010 (202) 727-4218 |
| Trustee: Dept. of Consumer and Reg. Affairs | (202) 727-7170 |
| Department of Public Works | (202) 939-8000 |
| Fire Department | (202) 727-9280 |

| STATE OF MARYLAND AND LOCAL AGENCIES | |
|--|----------------|
| Department of Health | (410) 767-6500 |
| Dept of the Environment, Emergency Response | (301) 974-3551 |
| Department of Natural Resources | (410) 974-3181 |
| Governor's Office | (410) 974-3901 |
| State MOSH Office | (410) 333-4210 |
| Public Works, State Board of | (410) 974-2664 |

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| STATE OF MARYLAND AND LOCAL AGENCIES | |
|---|----------------|
| Wetlands Administration | |
| State Police | (410) 653-4219 |
| State Police Headquarters | (410) 486-3101 |
| State Trustee: Public Lands | (410) 974-3829 |
| Maryland Environmental Trust | (410) 514-7900 |
| Maryland Emergency Management Agency | (410) 486-4422 |

| COMMONWEALTH OF PENNSYLVANIA AND LOCAL AGENCIES | |
|--|----------------|
| Dept of Conservation & Natural Resources | (717) 787-2869 |
| Department of Health | (717) 787-2814 |
| Department of Environmental Protection | |
| Emergency Response Program | (800) 541-2050 |
| Regional Offices: | |
| I Southeast | (610) 832-6000 |
| II Northeast | (717) 826-2511 |
| III South Central | (717) 657-4592 |
| IV North Central | (717) 321-6525 |
| V Southwest | (412) 442-4000 |
| VI Northwest | (816) 332-6942 |
| Governor's Office | (717) 787-2500 |
| Pennsylvania National Guard | (814) 336-3939 |
| State OSHA Offices: | |
| Allentown Area | (610) 776-0592 |
| Erie Area | (814) 833-5758 |
| Harrisburg Area | (717) 782-3902 |
| Philadelphia Area | (215) 597-4955 |
| Pittsburgh Area | (412) 644-2930 |
| Wilkes-Barre Area | (717) 826-6538 |
| State Police Headquarters | (717) 783-5599 |
| Pennsylvania Emergency Management Agency | (717) 651-2001 |

| COMMONWEALTH OF VIRGINIA AND LOCAL AGENCIES | |
|---|--|
| Dept of Conservation and Recreation (for rare species information) | (804) 786-1712 |
| Department of Environmental Quality | TRO: (757) 518-2000 HQ: (804) 698-4000 24 hr: (800) 468-8892 |

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| COMMONWEALTH OF VIRGINIA AND LOCAL AGENCIES | |
|---|--|
| Department of Historic Resources | (757) 396-6707 |
| Department of Emergency Mgt Emergency Operations Center | (804) 674-2400 In-state (800) 468-8892 |
| Governor's Office | (804) 786-2211 |
| State OSHA Office | (757) 786-2383 |
| State Police | (757) 424-6800 |
| State Trustee: Secretary of Natural Resources | (757) 786-0044 |
| Department of Game & Inland Fisheries Princess Ann Wildlife Mgt Area Barbours Hill Waterfowl Mgt Area Williamsburg Regional Office | (757) 426-6320 (757) 426-6052 (757) 253-2072 |

| STATE OF WEST VIRGINIA AND LOCAL AGENCIES | |
|---|----------------------------------|
| Bureau for Public Health | (304) 558-5319 |
| Division of Environmental Protection Spill/Release Hotline | (304) 759-0515 (800) 648-0274 |
| Governor's Office | (304) 558-2000 |
| State OSHA: Charlestown Office | (304) 558-7890 |
| State Police Headquarters | (304) 746-2100 |
| State Trustee: Dept. of Env. Protection | (304) 759-0515 |
| State Office of Emergency Services | (304) 558-5380 |

| DOD AND LOCAL FIRE, MEDICAL, AND SECURITY | |
|--|-------------------------|
| Federal Fire Department | Telephone |
| NAVSTA Fire Department | 24-HOUR: (757) 444-3333 |
| NAB Little Creek Fire Dept | 462-4444 |
| NWS Yorktown Fire Dept | 887-4911 |
| NAVMEDCEN Portsmouth Fire Dept | 953-5443/4 |
| | |

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| DOD AND LOCAL FIRE, MEDICAL, AND SECURITY | |
|--|----------------|
| Local Fire Department | |
| Regional Response Team; Portsmouth, Va. | (757) 393-5300 |
| Regional Response Team; Newport News, Va. | (757) 247-8474 |
| Norfolk Fire Department | (757) 441-2481 |
| Maritime Incident Response Team | (757) 440-7093 |
| DoD Medical Services | |
| Portsmouth Naval Hospital | (757) 953-5948 |

| PRIVATE RESPONSE AND TECHNICAL SUPPORT AGENCIES | |
|--|----------------|
| Delaware Bay and River Co-Op (DB&RC) | (215) 864-1200 |
| Union Carbide Hazardous Response, Charleston, WV | (304) 744-3487 |
| Kanawha Valley Emergency Planning Council (KVEPC), Charleston, WV | (304) 357-0191 |

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Appendix B

NOTIFICATION REQUIREMENTS, REPORT FORMS

B.1 INTRODUCTION

Oil and hazardous substance (OHS) spills must be reported promptly to all relevant federal, state, local, and Navy authorities according to each authority's requirements. The size and location of the spill/release determine when and to whom the spill/release must be reported. Spills or releases or substantial threats of spills or releases in quantities that violate environmental regulations must be reported.

Reportable quantities of discharged oil are defined in 40 CFR 110 as discharges that violate applicable water quality standards, cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines, or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines. Reportable hazardous substance (HS) or extremely hazardous substance (EHS) releases are releases of CERCLA-listed (Comprehensive Environmental Response, Compensation, and Liability Act) HSs or EPCRA-listed (Emergency Planning and Community Right-to-Know Act) EHSs that equal or exceed the thresholds defined for these substance(s) and that result in exposures of persons outside the boundaries of the facility (OPNAVINST 5090.1B, 10-4.2, 10-3.26).

As defined by the Clean Water Act (CWA - 40 CFR 110), oil includes any kind of oil in any form, including but not limited to petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil. HSs regulated under the CWA are listed in 40 CFR 116. CERCLA-listed HSs are found in 40 CFR 302 and EPCRA-listed EHSs are listed in 40 CFR 355. In this chapter, unless otherwise specified, the term "OHS spills" refers collectively to oil, HS, and/or EHS discharges or releases.

B.2 NOTIFICATION REQUIREMENTS

B.2.1 Responsibility

The Facility Incident Commander (FIC) or Commanding Officer (CO) is responsible for notifying the proper authorities when reportable OHS discharges or releases occur within the FIC/CO's area of jurisdiction. Figure B.1 illustrates the notification

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requirements for FIC/CO's, and Table 1.1 provides the necessary means to contact the appropriate authorities. For reportable OHS discharges/releases that occur within a Navy On-Scene Coordinator's (NOSC) Area of Responsibility (AOR) but outside FIC/CO-assigned areas, the NOSC is responsible for performing the required notifications. Figure B.2 illustrates the NOSC's notification responsibilities.

OHS discharges or releases caused by a Navy vessel must be reported by the CO of the vessel. However, if the vessel cannot contact the appropriate authorities due to communications limitations, the CO must contact the area NOSC and request that the NOSC make the necessary notifications. If the NOSC cannot be reached, the vessel must exercise its operational chain of command to request that the necessary notifications are made. Figure B.3 illustrates the vessel's notification responsibilities. For all reportable OHS, the NOSC is responsible for verifying that the required notifications have been made by the responsible party.

Chapter 1 contains the notification checklist, notification form and emergency actions checklist. Appendix A of this plan contains the notification and contact directories. This appendix contains the required Navy reporting requirements.

B.2.2 Requirements

In compliance with the CWA and CERCLA, OPNAVINST 5090.1B requires that all reportable quantity OHS spills be reported immediately to the National Response Center (NRC). In addition, jurisdictional states may require that OHS pollution incidents reportable under Federal statutes also be reported to the appropriate state agency. These state points of contact (POCs) will be notified by telephone immediately after the NRC and/or NOSC have been notified. Also, EPCRA requires that reportable quantities of HS and EHS be reported to State Emergency Response Commissions (SERCs) and Local Emergency Planning Committees (LEPCs). Figures B.1 - B.3 depict the notification responsibilities.

B.3 ADDITIONAL NAVY NOTIFICATION REQUIREMENTS

In addition to reporting all OHS spills to the FIC and/or NOSC, the Navy requires special notification procedures for the following special incidents.

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B.3.1 OPREP-3 Reporting

In accordance with OPNAVINST 5090.1B, any pollution incident involving oil, gasoline, jet fuel, or a hazardous substance that results from a catastrophic event or that is subject to unusual media scrutiny shall be reported immediately on an OPREP-3 Special Incident Report. A sample OPREP-3 message report is provided in Figure B.6.

B.3.2 Military Sealift Command (MSC) Pollution Incidents

Under Public Law, Military Sealift Command (MSC), as the owner or operator of a vessel, is responsible for notifying Federal authorities of OHS spills caused by MSC-chartered vessels. MSC is also responsible for immediately notifying the NOSC per COMSCINST 5090.1 (Series) and OPNAVINST 5090.1B. MSC has the names and numbers of the NOSC's through the Navy Fleet OPORDs. The NOSC will notify MSC ships operating in the COMNAVREG MIDLANT area of the appropriate address and number for NOSC notification. Once a MSC public vessel notifies the NOSC of a spill or release, the NOSC is responsible for responding to the spill or release from the MSC public vessel.

B.3.3 Fuel or HS Transfer Releases

If an OHS spill occurs while transferring fuel or a HS, and the responsibility cannot be readily determined or agreed upon, the delivering unit will make required notifications as shown in Figure 1.1 and will submit the OHS spill reports.

B.3.4 Mystery Pollution Incidents

If the source of a pollution incident is unknown but the discharge or release affects an area under a FIC/CO's jurisdiction, the FIC/CO responsible for the affected area shall make the required notifications (as shown in Figure B.1) and submit the initial pollution incident report. For an affected area that is not under the jurisdiction of any FIC/CO, the NOSC will make the required notifications (as shown in Figure B.2) and submit the OHS pollution incident reports.

**B.4 FOLLOW-UP REPORTS AND MESSAGES FOR REPORTABLE OHS
DISCHARGES/RELEASES**

The FIC/CO is responsible for completing the reports for all incidents that occur within the area of jurisdiction. The NOSC

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has the responsibility for the reporting requirements for incidents that occur within the NOSC AOR but outside FIC/CO-assigned areas. Figures B.4 and B.5 are sample reports to be used for reporting oil discharges and HS releases, respectively. OPNAVINST 5090 series contains updated formats. The CO of a vessel responsible for a reportable spill is responsible for completing all follow-up reports and messages. Chapter 1 contains a summary of the reporting requirements.

B.5 DISASTER WARNINGS

State and local governments will be given disaster warnings when an OHS spill poses an immediate or potential threat to human life or property and when the incident does not meet any of the above criteria for notifying state and local emergency planners (such incidents will, most likely, be rare). The warnings will be made in accordance with the local disaster preparedness plan and will include the following information:

- Identification of the source of the threat;
- Type of threat expected;
- Areas affected;
- Time expected;
- Severity expected;
- Local action to be taken.

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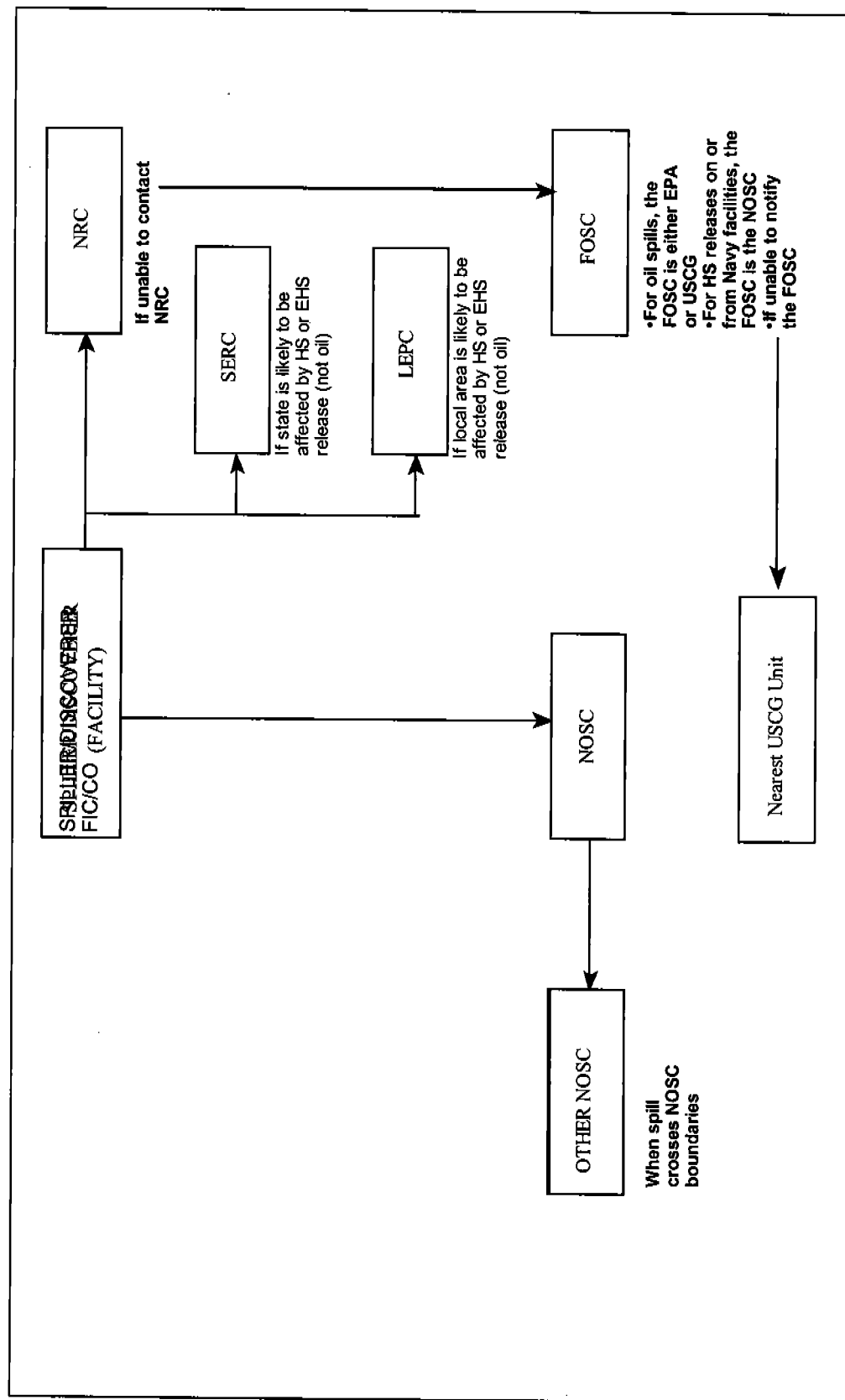


Figure B.1
OHS Discharge/Release Notification Requirements for Navy Facilities Inside Assigned
FIC/CO Areas

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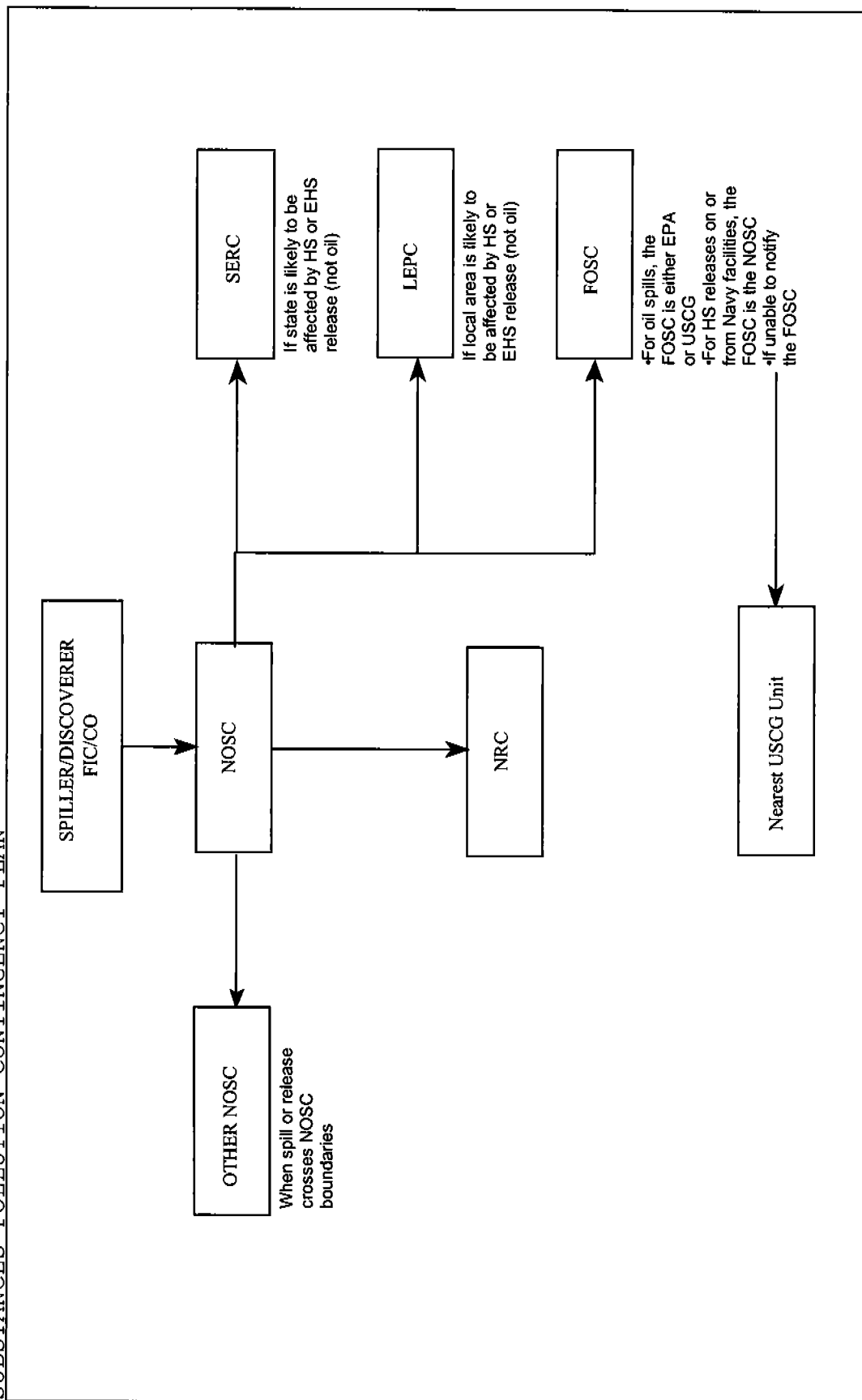


Figure B.2
OHS Discharge/Release Notification Requirements for Navy Activities/Areas Outside Assigned FIC/CO Areas
B-6

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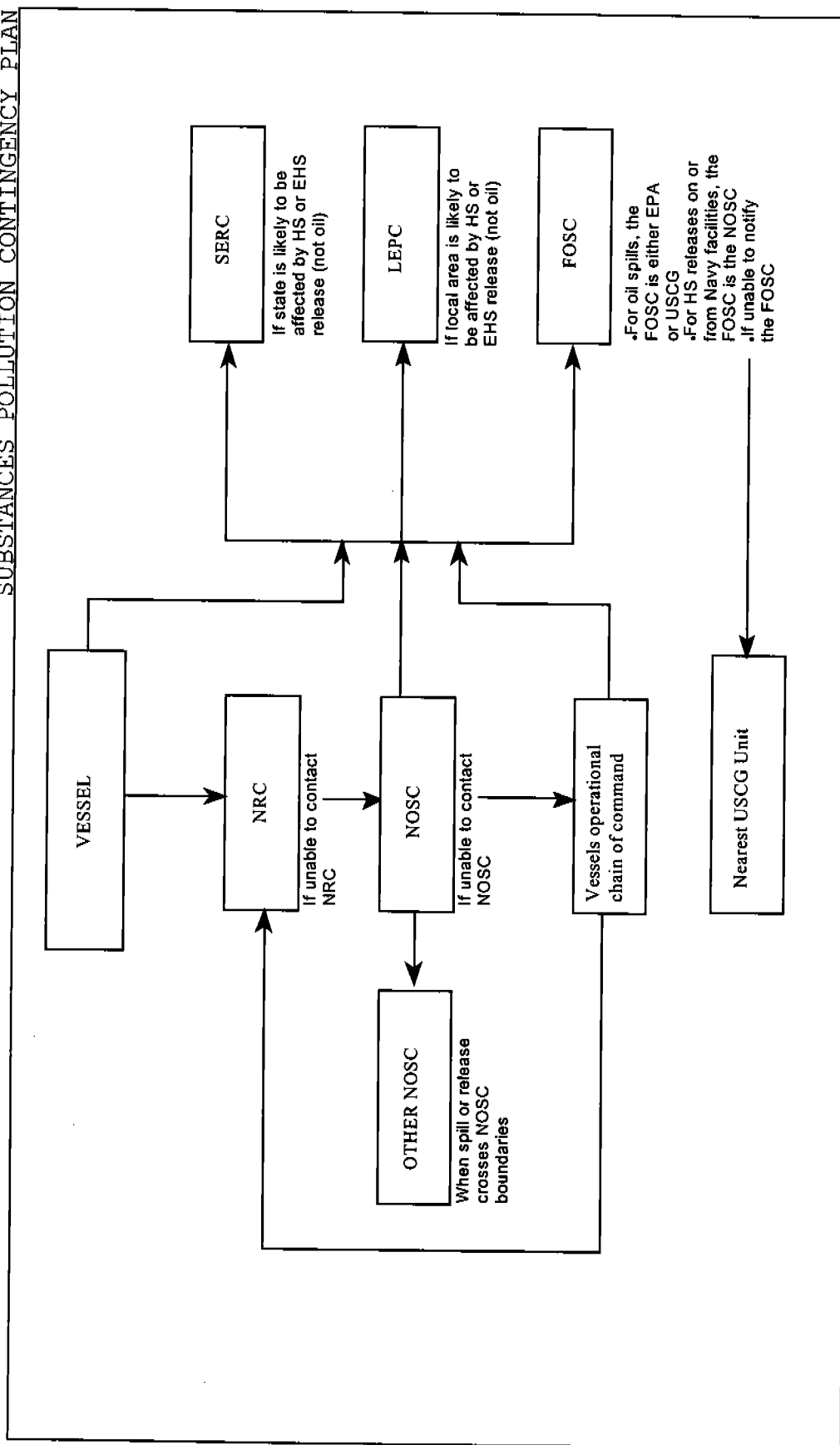


Figure B.3
OHS Discharge/Release Notification Requirements for Navy Vessels

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Figure B.4
OIL SPILL REPORT MESSAGE FORMAT

NOTE: Refer to OPNAVINST 5090.1 series for additional information on message addressing, format, and contents.

1. Precedence (for messages only). Provided that prior voice reports have been made both to the U.S. Coast Guard National Response Center and the reporting command's Chain of Command, use "Routine" precedence for Oil Spill Report Messages. If either voice report has not been made, use "Priority" precedence.

2. Classification or Special Handling Marks. Oil Spill Report Messages are unclassified and do not warrant special handling marks unless classified or sensitive business information must be incorporated. Avoid inclusion of such information to the maximum extent possible to allow Oil Spill Report Messages to be handled on a solely unclassified basis.

3. Spill Volume Classification. To better advise the Navy On-Scene Coordinator and Navy leadership of the magnitude of each oil spill, the Subject line of an Oil Spill Report Message should bear a volume estimate of the spill, if known, in the following format:

- OIL SPILL REPORT, X GALLONS, [ACTIVITY NAME] (MINIMIZE CONSIDERED); or
- OIL SPILL REPORT, UNKNOWN VOLUME, [ACTIVITY NAME] (MINIMIZE CONSIDERED); or
- OIL SPILL REPORT, SHEEN SIGHTING (MINIMIZE CONSIDERED).

4. Updating Oil Spill Report Messages. Oil Spill Report Messages should be updated with a follow-up SITREP message as soon as the reporting activity becomes aware of new information concerning the origin, quantity, type, operation under way, or cause of the spill. Similarly, **if the final estimate of the amount spilled differs substantially from the amount initially reported**, the reporting activity must send a SITREP update message to all action and info addresses on the original spill message.

5. Action and Info Addressees:

FROM: Activity or Ship responsible for the spill)//

TO: COMNAVREG MIDLANT NORFOLK VA//NOSC//
(Chain of Command)

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INFO: (Host Activity)
CNO WASHINGTON DC//N45//
CHINFO WASHINGTON DC//JJJ//
COMNAVSEASYS COM WASHINGTON DC//00C//
NFESC PORT HUENEME CA//424//
COGARD NATIONAL RESPONSE CENTER WASHINGTON DC//JJJ//
COGARD MSO HAMPTON ROADS VA//MSO// (AOR INCLUDES THE
ENTIRE STATE OF VA AND THE OCEAN SIDE OF THE MD
EASTERN SHORE)
Or COGARD MSO BALTIMORE//JJJ// (AOR INCLUDES THE
ENTIRE STATE OF MD EXCEPT FOR THE OCEAN SIDE OF THE
MD EASTERN SHORE)
Or COGARD MSO PHILADELPHIA//JJJ// (AOR INCLUDES THE
EASTERN HALF OF PA AND DE)
CINCLANTFLT NORFOLK VA//N46//
NAVPETOFF ALEXANDRIA VA//JJJ//
LEGSVSSUPGRU OGC//ELO//
NAVY JAG WASHINGTON DC//11//

6. Body of Report. Use the following format for the body of all
Oil Spill Report Messages:

UNCLAS//NO5090//
SUBJ: OIL SPILL REPORT, X GALLONS, [ACTIVITY NAME]
(MINIMIZE CONSIDERED) or
OIL SPILL REPORT, UNKNOWN VOLUME, [ACTIVITY NAME]
(MINIMIZE CONSIDERED) or
OIL SPILL SHEEN SIGHTING, (MINIMIZE CONSIDERED)
MSGID/GENADMIN/ORIGINATOR//
RMKS/

1. LOCAL TIME AND DATE SPILL [OCCURRED/DISCOVERED].
2. [FACILITY/VESSEL] ORIGINATING SPILL:
 - For Navy ships, list ship name, hull number, and unit identification code (UIC).
 - For Navy shore facilities, list facility name, and UIC.
 - For non-Navy spills, list name of responsible party, if known.
 - For organizations under contract to Navy, list firm name, and contracting Navy activity.
 - If source unknown at time of this report, list only "Unknown" until such time as definitively established.
3. SPILL LOCATION:

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- For spills at sea, list latitude, longitude, and distance to nearest land.
 - For spills in port, list port name, host naval command (NAVSTA, Shipyard), and specific location (pier or mooring designation).
 - For spills ashore, list city, state, facility name, and specific location (building designation).
4. VOLUME SPILLED IN GALLONS:
- Estimates must be made by examining loss at source: i.e., sounding tank, calculating flow rate of spill.
 - If amount unknown at time of this report, list only "Unknown" until such time as definitively established.
 - Estimating volume by visual observation of oil on water can be very unreliable.
 - If volume estimate can only be made by visual observation of oil on water, do not report estimate here.
 - If oil/water mixture, indicate percent oil.
5. TYPE OF OIL SPILLED:
- List whether diesel fuel marine (DFM); naval distillate; jet fuel (JP-4 or 5); aviation/automotive gasoline; automotive diesel; heating fuels (grade 1 or 2, kerosene); residual burner fuel (grade 4, 5, or 6); lubricating oil; hydraulic oil; oil/oil mixture (including slops and waste oil); oil/water mixture (including bilge waste).
 - If type unknown at time of this report, list only "Unknown" until such time as definitively established.
6. OPERATION UNDER WAY WHEN SPILL [OCCURRED/DISCOVERED]:
- If fueling/defueling, list whether underway or in port by pipeline, truck, or barge.
 - Whether conducting internal fuel oil transfer operations (including movement from one storage tank to another); pumping bilges; conducting salvage operations; aircraft operations; or "Other" (specify).
 - If operation unknown at time of this report, list only "Unknown" until such time as definitively established.
7. SPILL CAUSE: Classify the cause of the spill by citing one or more of the following categories and then provide a

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narrative description of specific spill cause:
structural; electrical; hose; valve/fitting; tank level
indicator; oil/water separator/oil content monitor; other
equipment (specify component that failed); collision,
grounding, or sinking; valve misalignment; monitoring
error; procedural/ communications error;
chronic/recurring; or weather related.

- If cause unknown at time of this report, list only
"Unknown" until such time as definitively established.

8. SLICK DESCRIPTION AND MOVEMENT:

- Size: length and width (yards or nautical miles) and
percentage of that area covered.
- Color: silver transparent, gray, rainbow, blue, dull
brown, dark brown, black, brown-orange mousse.
- Odor: noxious, light, undetectable.
- Slick movement: set (degrees true toward) and drift
(knots).

9. SPILL ENVIRONMENT:

- Weather: clear, overcast, partly-cloudy, rain, snow,
etc.
- Prevailing wind at scene: direction (degrees true
from), speed (knots), fetch (yards or nautical miles).
- Air and water temperature: indicate ice cover.
- Sea state: Beaufort Force number.
- Tide: high, low, ebb, flood, or slack/Current: set
(degrees true toward) and drift (knots).

10. AREAS DAMAGED OR THREATENED:

- Body of water, area, or resources threatened or
affected.
- Nature and extent of damage to property, wildlife, or
other natural resources (if any).

11. TELEPHONIC REPORT TO NATIONAL RESPONSE CENTER [WAS/WAS
NOT] MADE:

- If not made, provide reason why: beyond 12 nautical
miles from U.S. shores, no threat to navigable water,
etc.
- If made, list: DTG of telephonic report; NRC
report/case number; name of NRC official taking
report; and Navy Command making telephonic report.

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12. SAMPLES [WERE/WERE NOT] TAKEN:
 - If taken, identify location(s) from which taken: tanks, hoses, piping, slip, jetty, etc.
 - If taken, identify collecting officer by name, rank, and agency.
13. CONTAINMENT METHOD [PLANNED/USED]:
 - If none, state reason.
 - Otherwise, indicate equipment utilized: boom; ship's hull; camel; water spray; chemical agent.
14. SPILL REMOVAL METHOD [PLANNED/USED]:
 - If none, state reason.
 - Equipment planned/used: Rapid Response Skimmer or DIP 3001 skimmer; portable skimmer, absorbent materials (oil absorbent pads, chips, etc.); dispersants; vacuum trucks/pumps; other (specify).
15. VOLUME OF PRODUCT RECOVERED IN GALLONS: (Decanted pure product)
16. PARTIES PERFORMING SPILL REMOVAL:
 - Identify lead organization in charge: Navy Command; USCG; EPA.
 - Identify all other parties involved: commercial firms; supporting Navy activities; state or local agencies.
17. FEDERAL, STATE, OR LOCAL REGULATORY ACTIVITY DURING THIS INCIDENT:
 - Identify by name and agency any official attending on-scene or making telephonic inquiry.
 - Note whether officials boarded vessel and include date, time, and spaces inspected.
18. ASSISTANCE REQUIRED/ADDITIONAL COMMENTS:
19. LESSONS LEARNED: How could this spill have been avoided?
20. ACTIVITY CONTACT FOR ADDITIONAL INFORMATION: List name, rank/rate, command, code, DSN and/or commercial telephone numbers.//

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Figure B.6
Hazardous Substance Release Report, Message Format

NOTE: Refer to OPNAVINST 5090.1 series for additional information on message addressing, format, and contents.

1. Precedence (for messages only). Provided that prior voice reports have been made to the U.S. Coast Guard National Response Center and the reporting command's Chain of Command, use "Routine Precedence" for Hazardous Substance (HS) Release Report Messages not classified as an "Extremely Hazardous Substance." If either voice report has not been made, use "Priority Precedence." If Extremely Hazardous Substance, always use "Priority Precedence".

2. Classification or Special Handling Marks. HS Release Report Messages are unclassified and do not warrant special handling marks unless classified or sensitive business information must be incorporated. Avoid inclusion of such information to the maximum extent possible to allow HS Release Report Messages to be handled on a solely unclassified basis.

3. Correcting HS Release Report Messages. HS Release Report Messages should be updated with a follow-up SITREP Message as soon as the reporting activity becomes aware of new information concerning the origin, amount, nature of substance, type of operation at source or cause of release. Similarly, ***if the final estimate of the amount released differs substantially from the amount initially reported***, the reporting activity must send a SITREP update message to all action and info addresses on the original message.

4. Action and Info Addressees:

FROM: Activity or Ship responsible for the spill//
TO: COMNAVREG MIDLANT NORFOLK VA//NOSC//
(Chain of Command)

INFO: (Host Activity)
CNO WASHINGTON DC//N45//
COMNAVSEASYS COM WASHINGTON DC//00C//
NFESC PORT HUENEME CA//424//
COGARD NATIONAL RESPONSE CENTER WASHINGTON DC//JJJ//

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COGARD MSO HAMPTON ROADS VA//MSO// (AOR INCLUDES THE
ENTIRE STATE OF VA AND THE OCEAN SIDE OF THE MD
EASTERN SHORE)
Or COGARD MSO BALTIMORE//JJJ// (AOR INCLUDES THE
ENTIRE STATE OF MD EXCEPT FOR THE OCEAN SIDE OF THE
MD EASTERN SHORE)
Or COGARD MSO PHILADELPHIA//JJJ// (AOR INCLUDES THE
EASTERN HALF OF PA AND DE)
CINCLANTFLT NORFOLK VA//N46//
NAVPETOFF ALEXANDRIA VA//JJJ//
LEGSVSSUPGRU OGC//ELO//
NAVY JAG WASHINGTON DC//11//

5. **Body of Report:** Use the following format for the body of all
HS Release Report Messages:

UNCLAS//N05090//

SUBJ: HAZARDOUS SUBSTANCE RELEASE REPORT (REPORT SYMBOL
OPNAV 5090-3) (MINIMIZE CONSIDERED)
MSGID/GENADMIN/ORIGINATOR//
RMKS/

1. LOCAL TIME AND DATE RELEASE [OCCURRED/DISCOVERED]:
2. [FACILITY/VESSEL] ORIGINATING RELEASE:
 - For Navy ships, list ship name, hull number, and unit identification code (UIC).
 - For Navy shore facilities, list facility name, and UIC.
 - For release occurring during transportation, list name of activity responsible for shipment.
 - For non-Navy spills, list name of responsible party, if known.
 - For organizations under contract to Navy, list firm name, and contracting Navy activity.
 - If source unknown at time of this report, **list only "Unknown"** until such time as definitively established.
3. RELEASE LOCATION:
 - For release at sea, list latitude, longitude, and distance to nearest land.
 - For release in port, list port name, host naval command (NAVSTA, Shipyard), and specific location.
 - For release ashore, list city, state, facility name, and specific location (building designation).

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- For release during transportation, give exact location (highway mile marker, or street number and city).
4. AMOUNT RELEASED:
- Use convenient units of weight or volume (kg, lb., gallons, liters, etc.).
 - For continuous release, estimate rate of release and amount left in container.
 - Estimates should be made by examining loss at source: sounding tank, calculating flow rate of spill.
 - **Unreliable estimates of volume using visual observation of HS on water may not be reported here.**
 - If amount unknown at time of this report, **list only "Unknown"** until such time as definitively established.
5. HAZARDOUS SUBSTANCE RELEASED:
- If Extremely Hazardous Substance, headline this paragraph "EXTREMELY HAZARDOUS SUBSTANCE RELEASED": See chapter 10, subsection 10-4.2 of OPNAVINST 5090.1B for additional notification requirements.
 - Consult container labels, user directions, reference books, expert advice.
 - Provide chemical/product names, formula, synonym, physical/chemical characteristics, and inherent hazards.
 - "Container label identifies substance as acrylonitrile. Synonyms: cyanseethylene, vintleyanide. Characteristics/hazards: poisonous liquid and vapor, skin irritant, highly reactive/ flammable."
 - Describe appearance, physical/chemical characteristics, actual/potential hazards observed. For example: "Substance released is colorless to light yellow unidentified liquid; highly irritating to eyes and nose; smells like kernels of peach pits; vaporizing quickly, posing ignition problem."
6. TYPE OF OPERATION AT SOURCE: Plating shop, painting shop, hazardous waste (HW) facility, truck, ship, pipeline, ship rebuilding, entomology shop, etc.
7. CAUSE OF RELEASE:
- Provide narrative description of specific cause of release.

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- Account for personnel error, equipment failure, etc. directly contributing to release.
 - For example: "Railing supporting 55-gal drums on a flatbed truck gave way because it was not securely fastened, causing seven drums to fall and rupture."
 - If cause unknown at time of this report, **list only "Unknown"** until such time as definitively established.
8. TYPE OF CONTAINER FROM WHICH SUBSTANCE ESCAPED:
- 55-gal drums, 5-lb. bags, tank truck, storage tank, can, etc.
 - Estimate number of containers damaged or dangerously exposed.
9. RELEASE ENVIRONMENT:
- Describe scene of release.
 - Include information on physical characteristics, size and complexity of release, and weather conditions.
 - For Example: "Solvent released formed shallow pool covering area about 30 feet by 45 feet of bare concrete. Solvent slowly running into storm drain. Pool emitting highly toxic, flammable vapors. Dark clouds threatening rain. Light wind drifting vapors northbound to residential area about 30 feet above ground."
10. AREAS DAMAGED OR THREATENED:
- Describe actual and potential danger or damage to surrounding environment.
 - Identify body of water, area, or resources threatened or affected.
 - Nature and extent of damage to property, wildlife, or other natural resources (if any).
11. NOTIFICATIONS MADE AND ASSISTANCE REQUESTED:
- List all organizations informed of release within and beyond Navy jurisdiction.
 - Include Navy, federal, state, and local authorities, response teams, fire departments, hospitals, etc.
 - Specify type of assistance requested from these organizations.
 - If telephonic report to National Response Center made, list: DTG of telephonic report; NRC report/case

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number; name of NRC official taking report; and Navy Command making telephonic report.

12. FIELD TESTING: Indicate findings and conclusions as to concentration, pH, etc.
13. CONTROL AND CONTAINMENT ACTIONS [PLANNED/TAKEN]:
 - If none, explain why.
 - Specify method used to control and contain release.
 - For example: "Gas barriers used to control and contain vapor emissions. Runoff contained by excavating ditch circumscribing affected area."
14. CLEAN-UP ACTIONS [PLANNED/TAKEN]:
 - If none, explain why.
 - Identify on-site or off-site treatment, method used, parties involved in clean-up/removal and disposal area. For example: "No clean-up action taken. Toxic vapors present, potential danger to clean-up crew. Contaminated soil will be excavated and shipped by NAS personnel to Class I HW disposal site in Portstown, CA when conditions allow."
15. AMOUNT OF SUBSTANCE RECOVERED [VOLUME/WEIGHT] (Pure product):
16. PARTIES PERFORMING [CONTAINMENT/CLEAN-UP] ACTIVITIES:
 - Identify lead organization in charge: Navy Command; USCG; EPA.
 - Identify all other parties involved: commercial firms; supporting Navy activities; state or local agencies.
17. FEDERAL, STATE, OR LOCAL REGULATORY ACTIVITY DURING THIS INCIDENT:
 - Identify by name and agency any regulatory official attending on-scene or making telephonic inquiry.
 - Note whether officials boarded vessel and include date, time, and spaces inspected.
18. ASSISTANCE REQUIRED/ADDITIONAL COMMENTS:
19. LESSONS LEARNED: How could this release have been avoided?

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20. ACTIVITY CONTACT FOR ADDITIONAL INFORMATION: List
name, rank/rate, command, code, DSN and/or commercial
telephone numbers.//

Figure B.6
OPREP-3 NAVY BLUE MESSAGE REPORT EXAMPLE

PRECEDENCE

DATE TIME GROUP

FM Navy Activity/Ship

TO CINCLANTFLT//JJJ//
COMNAVREGMIDLANT//JJJ//
Operational Commander (ships)

INFO CNO WASHINGTON DC//N45//
NAVY JAG ALEXANDRIA VA//JJJ//
COMNAVSEASYS COM WASHINGTON DC//OOC//
NFESC PORT HUENEME CA//112//
MAJOR CLAIMANT//JJJ//

BT

CLASSIFICATION//N03100//

SUBJ: OPREP-3 NAVY BLUE
MSGID/GENADMIN/ORIGINATOR/009B/MAY//
AMPN/INITIAL VOICE REPORT TO COMNAVBASE _____//RMKS/

1. INCIDENT: DURING AN INSPECTION OF A CARGO MAGAZINE FOR
REPORTED FLOODING, TWO CREW MEMBERS OVERCOME BY TOXIC FUMES.
2. CDR'S ESTIMATE: PRESENT EFFORTS LIMITED TO CONTROLLING
FLOODING OF THE COMPARTMENT, SHIP MAINTAINS INTEGRITY.
ANTICIPATE ARRIVAL AT SAN FRANCISCO CA IN 12 HRS DEPENDING
ON EOD SUPPORT TO STABILIZE TOXIC MATERIAL.
3. REFERENCE: 232316Z MAY 1990
4. DETAILS:GGGG
 - A. TIME: APPROX 232000Z MAY 1990
 - B. LOCATION: 38N,125W APPROX 120 NM WSW SAN FRANCISCO CA
 - C. NARRATIVE: FLOODING FROM UNKNOWN SOURCE CAUSED
CONTAINERS TO BEGIN LEAKING. ACTIONS BY SHIPS CREW
LIMITED TO USING EDUCTORS AND PUMPS TO PREVENT FLOODING

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OF THE COMPARTMENT. ASSISTANCE REQUESTED FROM EOD TO
STABILIZE THE CARGO FOR OFFLOADING.

5. LOSS/DAMAGE: TWO INJURED CREW MEMBERS BEING READIED FOR MEDEVAC TO NAVAL HOSPITAL AT OAKLAND FOR TREATMENT. NAMES OF INJURED WITHHELD PENDING NOTIFICATION.
6. REMARKS: FOR COMTHIRDFLT, REQUEST AUTHORITY TO ENTER NAVSHIPYD MARE ISLAND AFTER CARGO STABILIZED. FOR MSCPAC, REQUEST OFFLOADING INSTRUCTIONS FOR DAMAGED CARGO AND DECONTAMINATION/CHECKUP FOR REMAINING CREW.//

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B.6 STATE NOTIFICATION REQUIREMENTS

The reporting requirements for the individual states, commonwealths and District of Columbia are outlined in this section.

B.6.1 Delaware. The State of Delaware reporting requirements are:

B.6.1.1 Delaware: Oil

Report oil spills into waters of the state and on land immediately to:

**Department of Natural Resources and Environmental Control,
Dover**

(24 hours) (800) 662-8802 (In State)

(24 hours) (302) 739-5072

Note: Waters of the state include all waters within boundaries of the state, including the territorial sea in direct contact with the coast and extending from line of ordinary low water seaward to a distance of 3 miles.

Also report emergency incidents involving a spill to:

Newcastle County **911 or (301) 738-3131**

Kent County **911 or (302) 678-9111**

Sussex County **911 or (302) 856-6306**

Notes:

- Emergency incidents include such situations as fire or explosion, where there is endangerment to the public and/or environment.
- Reporting requirements are restricted to incidents occurring in the respective county.

B.6.1.2 Delaware: Hazardous Substances

Immediately report any discharge of an air contaminant or a pollutant, including petroleum substances, into surface water, groundwater, or land, or disposal of solid waste in excess of any

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Delaware Reportable Quantity. The report should be made after activating the appropriate emergency site plan. Report to:

**Delaware Department of Natural Resources and Environmental
Control**
(302) 739-5072
(800) 662-8802 (In state)

Include information on:

- The facility name and location of the discharge.
- The type of incident (discharge, fire, explosion, etc.)
- The chemical or substance involved in the incident, including the Chemical Abstract System (CAS) number for the chemical or for the constituent chemicals when a mixture is involved.
- Whether Extremely Hazardous Substances are involved.
- The quantity of substances discharged into the environment.
- The beginning time and duration of the discharge.
- The medium or media into which the discharge occurred.
- Any known or anticipated acute or chronic health risks associated with the emergency and, where appropriate, advice on medical attention necessary for exposed persons.
- Proper precautions to take as a result of the discharge, including evacuation (unless such information is readily available to the community emergency coordinator).
- Name and telephone number of the reporting person.
- An indication of whether this report is complete. Incomplete reports must be completed when the information is available, but in no case more than 24 hours after the initial contact.

The Department may require a follow-up written report to be submitted.

Note: Listings on Reportable Quantities for Hazardous Substances and Extremely Hazardous Substances are those listed under federal SARA Title III. Delaware's listings parallel the Federal requirements, but inquiries should be made to the Department at the above number for a full listing of state Reportable Quantities.

(Delaware Department of Natural Resources and Environmental
Control, Division of Air and Waste Management Regulations

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Governing the Reporting of a Discharge of a Pollutant or Air
Contaminant, Section 2)

B.6.1.3 Delaware: Hazardous Wastes

For releases that could threaten human health outside the facility
or when the waste generator knows the spill has reached surface
waters, notify:

National Response Center (800) 424-8802

**Delaware Department of Natural Resources and Environmental
Control**

(302) 739-5072

(800) 662-8802 (In state)

The report, to be made immediately, should indicate:

- The name, address, and EPA identification number of the generator.
- The date, time, and type of incident.
- The quantity and type of hazardous waste involved.
- The extent of injuries, if any.
- The estimated quantity and disposition of any recovered material.

(Delaware Department of Natural Resources and Environmental
Control, Regulations Governing Hazardous Waste, Sections
262.34(d)(5)(iv), 264, and 265)

B.6.1.4 Delaware: Hazardous Materials

Same as **Hazardous Substances**.

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B.6.2 Maryland. The State of Maryland reporting requirements are:

B.6.2.1 Maryland: Oil

Report all spills (no minimum quantity) not later than 2 hours after detection to:

Maryland Department of the Environment, Baltimore
Waste Management Administration
(24 hours) (410) 974-3551

Notes:

- Verbal spill reports shall include:
 - Time of spill.
 - Location of spill.
 - Mode of transportation or type of facility involved.
 - Type and quantity of oil spilled.
 - Assistance required.
 - Name, phone number, and location of reporting party.
 - Any other pertinent information requested by the Administration.
- Ten working days after the removal and cleanup work has been completed, a written report on either the Department's Report of Spill form or on company letterhead shall be submitted to:

Maryland Department of the Environment
Waste Management Administration
2500 Broening Highway
Baltimore, MD 21224

(Code of Maryland Regulations, Title 26, Section 10.01.03)

B.6.2.2 Maryland: Hazardous Substances

Same as **Federal Requirements** as listed after State of Maryland reporting contact.

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Spills **may** also be reported to:

**Maryland Department of the Environment,
(24 hours) (301) 974-3551**

Reporting Requirements are:

Report any release equal to or exceeding the reportable quantity in any 24-hour period into the environment to:

National Response Center (800) 424-8802/ (202) 267-2675

Notes:

1. Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, but excludes:
 - a. Any release which results in exposure to persons solely within a workplace, with respect to a claim which such persons may assert against the employer of such persons.
 - b. Emissions from the engine exhaust of a motor vehicle, rolling stock, aircraft, vessel, or pipeline pumping station engine.
 - c. Release of source, byproduct, or special nuclear material from a nuclear incident, as those terms are defined in the Atomic Energy Act of 1954, if such release is subject to requirements with respect to financial protection established by the Nuclear Regulatory Commission under Section 170 of such act, or, for the purpose of Section 104 CERCLA or any other response action any processing site designated under Section 102(a)(1) or 302(a) of the Uranium Mill Tailings Radiation Control Act of 1978.
 - d. The normal application of fertilizer.
- (Note: Release also means substantial threat of release)
2. Environment means all surface and groundwater, land surface, or subsurface strata and ambient air within the United States or under the jurisdiction of the United States.

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3. Reportable quantities of hazardous substances is promulgated in 40 CFR 302 (Table 302.4).
4. Releases of mixtures or solutions (including hazardous waste streams) of hazardous substances are subject to the following reporting requirements:
 - a. If the quantity of all the hazardous constituent(s) of the mixture or solution is known, notification is required where an Reportable Quantity or more of any hazardous constituent is released; or
 - b. If the quantity of one or more of the hazardous constituent(s) of the mixture or solution released equals or exceeds the Reportable Quantity for the hazardous constituent with the lowest RQ.
5. Releases of mixtures or solutions containing radionuclides must be reported under the following circumstances:
 - a. If the identity and quantity (in curies) of each radionuclide in a released mixture or solution is known, the ratio between the quantity released (in curies) and the Reportable Quantity for the radionuclide must be determined for each radionuclide. The only such released subject to these reporting requirements are those in which the sum of the ratios for the radionuclides in the mixture or solution released is equal to or greater than one.
 - b. If the identify of each radionuclide in a released mixture or solution is known by the quantity released (in curies) of one or more of the radionuclides is unknown, the only such releases that must be reported are those in which the total quantity (in curies) of the mixture or solution released is equal to or greater than the lowest Reportable Quantity of any individual radionuclide in the mixture or solution.
 - c. If the identity of one or more radionuclides in a released mixture or solution is unknown (or if the identity of a radionuclide released by itself is unknown), the only such releases subject to reporting requirements are those in which the total quantity (in curies) released is equal to or greater than either one curie or the lowest Reportable Quantity of any known individual radionuclide in the mixture or solution, whichever is lower.

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6. For releases of hazardous substance that are continuous and stable in quantity and rate:

- a. A release is a continuous if it occurs without interruption or abatement or that is routine, anticipated, and intermittent and incidental to normal operations or treatment processes.
- b. Provide notice initially to the National Response Center at the above numbers.
- c. Written notice must be provided to the appropriate EPA Regional Office within 30 days of the telephone notification to the NRC.

7. The following categories of releases are **exempt** for the reporting requirements of this section:

- a. Releases of those radionuclides that occur naturally in the soil from land holdings such as parks, golf courses, or other large tracts of land.
- b. Releases of radionuclides occurring naturally from the disturbance of land for purposes of other than mining, such as for agricultural or construction activities.
- c. Releases of radionuclides from the dumping of coal or coal ash at utility and industrial furnaces with coal-fired boilers.
- d. Releases of radionuclides from coal and ash piles at utility and industrial facilities with coal-fired boilers.

8. Except for releases of radionuclides, notification of the release of a Reportable Quantity of solid particles of antimony, arsenic, beryllium, cadmium, chromium, copper, lead, nickel, selenium, silver, thallium, or zinc is not required if the mean diameter of the particles released is larger than 100 micrometers (0.004 inches).

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9. PCBs: Under the Toxic Substances Control Act, spills of 10 pounds or more by weight of PCBs (any concentration greater than 50 parts per million) must be reported to the appropriate EPA Regional Office. Spill cleanup must begin promptly, no later than 24 hours after the spill is discovered. [40 CFR 761.125(a)(1)].

Under CERCLA, the RQ for PCBs is 1 pound. Spills of PCB-containing materials (mixtures and solutions) must be reported when the total volume spilled times the concentration equals or exceeds the RQ (1 pound). Reports are made to the National Response Center. Spill containment and cleanup must be timely and effective.

B.6.2.3 Maryland: Hazardous Wastes

If a release could threaten human health or the environment outside the facility, the emergency coordinator must notify:

National Response Center (800) 424-8802

**Maryland Department of the Environment
(301) 974-3551**

The report, to be made immediately, should indicate:

- Name and telephone number of the reporter.
- Name and address of the facility.
- Time and type of incident.
- Name and quantity of materials involved.
- The extent of injuries, if any.
- Possible hazards to human health or the environment, outside the facility.

Within 15 days a written report must be submitted to the Department, providing the above information and describing the quantity and disposition of any material recovered from the incident.

(Code of Maryland Regulations, Title 26, Section 26.13.03.05(E), referring to 26.13.05.04)

B.6.2.4 Maryland: Hazardous Materials

Same as **Hazardous Substances**.

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B.6.3 Pennsylvania. The Commonwealth of Pennsylvania has the following reporting requirements:

B.6.3.1 Pennsylvania: Oil

Report spills (discharges) into waters of the Commonwealth or onto lands from which it might flow or drain into said waters to the appropriate regional office of the Pennsylvania Department of Environmental Resources (See Table NOSC APP A 1.3) and to downstream water users who could be potentially affected.

Notes:

- In the event no contact with the regional office is made, the answering service in Harrisburg [(717) 787-4343] will receive calls 24 hours daily, including weekends and holidays.
- Waters of the Commonwealth include surface and underground water.
- The verbal notice shall include the following:
 - Name of person reporting the incident.
 - Name and location of the installation.
 - Phone number where the person reporting the spill can be reached.
 - Date, time, and location of the incident.
 - A brief description of the incident, nature of the materials or wastes involved, extent of any injuries, and possible hazards to human health or the environment.
 - The estimated quantity of the materials spilled.
 - The extent of contamination of land, water, or air, if known.
- Within 15 days after the incident, a written report must be submitted to the Operations Chief of the Bureau of Water Quality Management at the appropriate regional office (See Table NOSC APP A 1.3) and include the following:
 - Name, address, and telephone number of the individual reporting.
 - Name, address, and telephone number of the installation.
 - Date, time and location of incident.

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- A brief description of circumstances causing the incident.
 - Description and estimated quantity by weight or volume of materials or wastes involved.
 - An assessment of any contamination of land, water, or air that has occurred due to the incident.
 - Estimated quantity and disposition of recovered materials or wastes that resulted from the incident.
 - A description of what actions the installation intends to take to prevent a similar occurrence in the future.
-
- The Pennsylvania Storage Tank and Spill Prevention Act requires all owners of aboveground storage tanks containing regulated product in excess of 21,000 gallons submit a Spill Prevention Response plan to the Department of Environmental Resources. This plan must contain a notification list that can be contacted within two hours if the release enters or threatens water supplies of downstream users.

B.6.3.2 Pennsylvania: Hazardous Substances

Same Reporting Requirements as Oil.

B.6.3.3 Pennsylvania: Hazardous Wastes

Report any discharges to surface water or groundwater, and any discharges greater than the Reportable Quantity to:

**Pennsylvania Department of Environmental Protection (See Table
NOSC APP A 1.3 for Regional Offices) (717) 787-4343**

Provide the following information:

- Name of person reporting the spill.
- Name and identification number of the waste generator.
- Phone number where person reporting the spill can be reached.
- Date, time, and location of the discharge.
- Brief description of the incident.
- For each waste involved in the spill:
 - The shipping name, hazard class, and U.N. number.
 - The estimated quantity of waste spilled.
- The extent of contamination of land, water, or air, if known.

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Within 15 days submit a written report to the Department, titled "Hazardous Waste Spill Report," providing:

- The name, address, and identification number of the generator and the date, time, and location of the incident.
- A brief description of the circumstances causing the incident.
- A description of each of the hazardous wastes involved in the incident, including the estimated quantity spilled by weight or volume.
- A legible copy of the manifest document, if applicable.
- A description of contamination of air, land, or water that has occurred.
- A description of what actions the generator intends to take to prevent a similar occurrence in the future.

Notes: Reportable Quantities are:

- a. Wastes with Hazard Code H: 5 Gallons for Liquids, 10 Pounds for Solids.
- b. Wastes with Hazard Code T: 5 Gallons for Liquids, 100 Pounds for Solids.
- c. Wastes with Hazard Codes I, C, R, and E: 10 Gallons for Liquids, 1000 Pounds for Solids.

Liquids are flowable substances that contain less than 20 percent solids by dry weight. Flowable refers to flow in the sense of pourable as a liquid.

(Pennsylvania Code, Title 25, Chapter 260, Section 262.46)

B.6.3.4 Pennsylvania: Hazardous Materials

Same Reporting Requirements as **Oil**.

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| Pennsylvania Department of Environmental Protection: Regional Offices | | |
|--|---|---|
| Regions | Addresses | Counties Included |
| Southeast | Lee Park, Suite 6010 555 North Lane Conshohocken, PA 19428 (215) 832-6000 | Bucks, Chester, Delaware, Montgomery, Philadelphia |
| Northeast | 2 Public Square Wikes-Barre, PA 18701-0790 (717) 826-2511 | Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne, Wyoming |
| South- central | One Ararat Blvd. Harrisburg, PA 17110 (717) 657-4585 (800) 812-3782 (After Hours) | Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntington, Juniata, Lancaster, Lebanon, Mifflin, Perry, York |
| North- central | 208 West 3rd Street Suite 101 Williamsport, PA 17701 (717) 327-3636 (717) 327-3696 (After hours) | Bradford, Cameron, Centre, Clearfield, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, Union |
| Southwest | 300 Waterfront Drive Pittsburgh, PA 15222- 4745 (412) 442-4000 | Allegheny, Armstrong, Beaver, Cambria, Fayette, Greene, Indiana, Somerset, Washington, Westmoreland |
| Northwest | 230 Chestnut Street Meadville, PA 16335- 3481 (814) 332-6945 (800) 373-3398 (In- State) | Butler, Clarion, Crawford, Elk, Erie, Forest, Jefferson, Lawrence, McKean, Mercer, Venango, Warren |
| Notes: <ul style="list-style-type: none"> In the event no contact with the regional office is made, the answering service in Harrisburg will receive calls 24 hours a day, including weekends and holidays. Telephone: (800) 541-2050 (in state) or (717) 787-4343. | | |

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B.6.4 Virginia. The Commonwealth of Virginia has the following reporting requirements

B.6.4.1 Virginia: Oil

Report spills (discharges) into state waters, lands, and storm drains or a spill (discharge) that may reasonably be expected to enter state waters, lands and storm drains immediately, to:

Virginia Department of Environmental Quality, Richmond
Regional Offices (See Table NOSC APP A 1.4)
(24-hour) **(800) 468-8892 (In-state)**
(804) 674-2400

Notes:

- State waters include surface and underground waters.
- Report spills resulting in a potential hazard to the public safety or welfare to:

Department of Emergency Management, Richmond
Emergency Operations Center
(24-hour) **(804) 674-2400**
(24-hour) **(800) 468-8892**

- Any facility subject to the requirements of an Oil Discharge Contingency Plan must implement the plan in the event of a discharge.

(Code of Virginia, VR 62.1-44.34:15 and 62.1-43.34:18)

B.6.4.2 Virginia: Hazardous Substances:

Same as for **Hazardous Wastes**. If notice is required to the National Response Center, then notice must be given to local government and to the number listed under **Hazardous Wastes**.

B.6.4.3 Virginia: Hazardous Wastes:

For waste generators who generate between 100 kilograms and 1,000 kilograms of hazardous waste per month: if a release could threaten human health outside the facility or the generator knows the spill has reached surface waters, notify:

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National Response Center (800) 424-8802

The report, to be made immediately, should indicate:

- The name, address, and EPA identification number of the generator.
- The date, time, and type of incident.
- The quantity and type of hazardous waste involved.
- The extent of injuries, if any.
- Estimated quantity and disposition of any recovered materials.

(Code of Virginia, VR 672-10-01, Part VI, Section 6.4(E)(4)(e)(4))

For generators of 1,000 kilograms or more of hazardous waste per month:

if a release could threaten human health or the environment outside the facility, the facility must notify:

National Response Center (800) 424-8802

Virginia Department of Environmental Quality
Regional Offices (see Table NOSC APP A 1.4)
(24-hour) (800) 468-8892 (In-state)

The report, to be made immediately, should indicate:

- Name and telephone number of the reporter.
- Name and address of the facility.
- Time and type of incident.
- Name and quantity of materials involved.
- The extent of injuries, if any.
- Possible hazards to human health or the environment, outside the facility.

Within 15 days a written report must be submitted to the Department, providing the above information and describing the quantity and disposition of any material recovered from the incident.

(Code of Virginia, VA 672-10-01, Part VI, Section 6.4(E)(1)(d), referring to Part IX, Section 9.3)

B.6.4.4 Virginia: Hazardous Materials

Same reporting requirements as **Hazardous Wastes**.

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| Virginia Department of Environmental Quality: Regions and Regional Offices | | |
|---|--|---|
| Regions | Addresses | Counties Included |
| Southwest | P.O. Box 888 Abingdon, VA 24210 (703) 676-5507 (703) 676-5564 (Fax) | Bland, Bristol City, Buchanan, Carroll, Dickerson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise, Wythe |
| West Central | 3015-C Peters Creek Road, NW P.O. Box 7017 Roanoke, VA 24019 (703) 562-3666 (703) 562-5680 (Fax) | Allegheny, Amherst, Appomattox, Bedford, Botetourt, Campbell, Craig, Danville City, Floyd, Franklin, Giles, Henry, Lynchburg City, Montgomery, Patrick, Pittsylvania, Pulaski, Roanoke |
| Northern | 1549 Old Bridge Road, No. 108 Woodbridge, VA 22192 (703) 490-8922 (703) 490-6773 (Fax) | Arlington, Caroline, Culpeper, Fairfax, Fairfax City, Fauquier, King George, Loudon, Madison, Orange, Prince William, Rappahannock, Spotsylvania, Stafford |
| Piedmont | 4900 Cox Road P.O. Box 6030 Glen Allen, VA 23058 (804) 527-5020 (804) 527-5247 (Fax) | Amelia, Brunswick, Buckingham, Cumberland, Charles City, Charlotte, Chesterfield, Dinwiddie, Essex, Gloucester, Goochland, Greenville, Halifax, Hanover, Henrico, King and Queen, King William, Lancaster, Lunenburg, Mathews, Mecklenburg, Middlesex, New Kent, Northumberland, Nottoway, Prince Edward, Prince George, Powhatan, Richmond, Richmond City, Surry, Sussex, Westmoreland |
| Tidewater | 5636 Southern Blvd Virginia Beach, VA 23462 (757) 518-2000 | Accomack, Chesapeake City, Hampton, Isle of Wight, James City, Newport News, Norfolk, Northampton, Southhampton, Suffolk City, Tangier Island, Virginia Beach, York |
| Valley | 116 N. Main Street P.O. Box 268 Bridgewater, VA 22812 (703) 828-2595 (703) 828-4016 (Fax) | Albemarle, Augusta, Bath, Charlottesville City, Clarke, Frederick, Greene, Highland, Nelson, Page, Rockbridge, Rockingham, Shenandoah, Warren |

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B.6.5 West Virginia. The State of West Virginia reporting requirements are:

B.6.5.1 West Virginia: Oil

For incidents not involving oil and gas production facilities, immediately report spills into waters of the state to:

West Virginia Division of Environmental Protection,
Charleston
Office of Water Resources
(24-hour) (800) 642-3074

Notes:

- Waters of the state include waters on or beneath the ground.
- The report shall include:
 - Date, time, and location of spill.
 - Source of spill.
 - Type, name, and quantity of material(s) spilled.
 - Action taken to stop spill.
 - Measures taken to prevent recurrence.
- A written verification may be requested. If so, submit to:

West Virginia Division of Environmental Protection
Office of Water Resources
1201 Greenbrier Street
Charleston, WV 25311

(West Virginia Code of State Regulations, Title 47, Section 47-11-2.2)

Report any spill or accidental discharge of pollutants into waters of the state from facilities operated in conjunction with exploration, production, storage, and recovery of oil and gas and related mineral resources to:

West Virginia Division of Energy, Charleston
Oil and Gas Section
(24 hours) (800) 654-3312

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Note: The report shall include the time and place of the spill or discharge, type or types and quantity or quantities of material or materials, action or actions taken to stop the spill or discharge and additional information requested by the division.

B.6.5.2 West Virginia: Hazardous Substances

Immediately report spills into waters of the state to:

West Virginia Division of Environmental Protection,
Charleston
Office of Water Resources and Office of Water Management
(24-hour) (800) 642-3074

Notes:

- Waters of the state include waters on or beneath the ground.
- The report shall include:
 - Date, time, and location of spill.
 - Source of spill.
 - Type, name, and quantity of material(s) spilled.
 - Action taken to stop spill.
 - Measures taken to prevent recurrence.
- A written verification may be requested. If so, submit to:

West Virginia Division of Environmental Protection
Office of Water Resources
1201 Greenbrier Street
Charleston, WV 25311

(West Virginia Code of State Regulations, Title 47, Section 47-11-2.2)

B.6.5.3 West Virginia: Hazardous Wastes

For wastes generators who generate between 100 kilograms and 1,000 kilograms of hazardous waste per month: if a release could threaten human health outside the facility or the generator knows the spill has reached surface water, notify:

National Response Center (800) 424-8802

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The report, to be made immediately, should indicate:

- The name, address, and EPA identification number of the generator.
- The date, time, and type of incident.
- The quantity and type of hazardous waste involved.
- The extent of injuries, if any.
- The quantity and disposition of any recovered materials.

For generators of 1,000 kilograms or more of hazardous waste per month: if a release could threaten human health or the environment outside the facility, the emergency coordinator must notify:

National Response Center (800) 424-8802

West Virginia Division of Environmental Protection
Office of Waste Management
Charleston, WV 26305

The report, to be made immediately, should indicate:

- Name and telephone number of the reporter.
- Name and address of the facility.
- Time and type of incident.
- Name and quantity of materials involved.
- The extent of injuries, if any.
- Possible hazards to human health or the environment, outside the facility.

Within 15 days a written report must be submitted to the Division, providing the above information and describing the quantity and disposition of any material recovered from the incident.

(West Virginia Code of State Regulations, Title 47, Section 47-35-5, incorporating 40 CFR Part 262).

B.6.5.4 West Virginia: Hazardous Materials

Same as **Hazardous Substances**.

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B.6.6 District of Columbia. The District of Columbia reporting requirements are:

B.6.6.1 District of Columbia: Oil

Same reporting requirements as **Federal requirements** listed below:

Report spills into or upon the navigable waters of the United States or adjoining shorelines, as soon as there is knowledge of the spill to:

National Response Center (800) 424-8802/ (202) 267-2675

Notes:

- Navigable waters of the United States include all surface waters.
- The spill report shall include:
 - Time of the spill.
 - Identity of the material spilled.
 - Approximate quantity spilled.
 - Location and source of the spill.
 - Cause and circumstances of the spill.
 - Existing or potential hazards (fire, explosion, etc.), if any.
 - Personal injuries or casualties, if any.
 - Corrective action being taken and an approximate timetable to control, contain, and clean up spill.
 - Name(s) and telephone number(s) of individual(s) who discovered and/or reported the spill.
 - Other unique or unusual circumstances.
- If direct reporting to the NRC is not practicable, reports may be made to the Coast Guard or EPA predesignated OSC for the geographic area where the discharge occurs. If it is not possible to notify the NRC or the nearest Regional EPA Office immediately, reports may be made immediately to the nearest Coast Guard unit, provided that the person in charge of the vessel or onshore or offshore facility notifies the NRC as soon as possible.

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B.6.6.2 District of Columbia: Hazardous Substances

Same reporting requirements as **Federal requirements** as listed below:

Report any release equal to or exceeding the reportable quantity in any 24-hour period into the environment to:

National Response Center (800) 424-8802/(202) 267-2675

Notes:

- Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, but excludes:
 - Any release which results in exposure to persons solely within a workplace, with respect to a claim which such persons may assert against the employer of such persons.
 - Emissions from the engine exhaust of a motor vehicle, rolling stock, aircraft, vessel, or pipeline pumping station engine.
 - Release of source, byproduct, or special nuclear material from a nuclear incident, as those terms are defined in the Atomic Energy Act of 1954, if such release is subject to requirements with respect to financial protection established by the Nuclear Regulatory Commission under Section 170 of such act, or, for the purpose of Section 104 CERCLA or any other response action any processing site designated under Section 102(a)(1) or 302(a) of the Uranium Mill Tailings Radiation Control Act of 1978.
 - The normal application of fertilizer.

(**Note:** Release also means substantial threat of release)

- Environment means all surface and groundwater, land surface, or subsurface strata and ambient air within the United States or under the jurisdiction of the United States.
- Reportable quantities of hazardous substances is promulgated in 40 CFR 302 (Table 302.4).

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- Releases of mixtures or solutions (including hazardous waste streams) of hazardous substances are subject to the following reporting requirements:
 - If the quantity of all the hazardous constituent(s) of the mixture or solution is known, notification is required where an Reportable Quantity or more of any hazardous constituent is released; or
 - If the quantity of on or more of the hazardous constituent(s) of the mixture or solution released equals or exceeds the Reportable Quantity for the hazardous constituent with the lowest RQ.
- Releases of mixtures or solutions containing radionuclides must be reported under the following circumstances:
 - If the identity and quantity (in curies) of each radionuclide in a released mixture or solution is known, the ratio between the quantity released (in curies) and the Reportable Quantity for the radionuclide must be determined for each radionuclide. The only such released subject to these reporting requirements are those in which the sum of the ratios for the radionuclides in the mixture or solution released is equal to or greater than one.
 - If the identify of each radionuclide in a released mixture or solution is known by the quantity released (in curies) of one or more of the radionuclides is unknown, the only such releases that must be reported are those in which the total quantity (in curies) of the mixture or solution released is equal to or greater than the lowest Reportable Quantity of any individual radionuclide in the mixture or solution.
 - If the identity of one or more radionuclides in a released mixture or solution is unknown (or if the identity of a radionuclide released by itself is unknown), the only such releases subject to reporting requirements are those in which the total quantity (in curies) released is equal to or greater that either one curie or the lowest Reportable Quantity of any known individual radionuclide in the mixture or solution, whichever is lower.
- For releases of hazardous substance that are continuous and stable in quantity and rate:
 - A release is a continuous if it occurs without interruption or abatement or that is routine,

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anticipated, and intermittent and incidental to normal operations or treatment processes.

- Provide notice initially to the National Response Center at the above numbers.
- Written notice must be provided to the appropriate EPA Regional Office within 30 days of the telephone notification to the NRC.
- The following categories of releases are **exempt** for the reporting requirements of this section:
 - Releases of those radionuclides that occur naturally in the soil from land holdings such as parks, golf courses, or other large tracts of land.
 - Releases of radionuclides occurring naturally from the disturbance of land for purposes of other than mining, such as for agricultural or construction activities.
 - Releases of radionuclides from the dumping of coal or coal ash at utility and industrial furnaces with coal-fired boilers.
 - Releases of radionuclides from coal and ash piles at utility and industrial facilities with coal-fired boilers.
- Except for releases of radionuclides, notification of the release of a Reportable Quantity of solid particles or antimony, arsenic, beryllium, cadmium, chromium, copper, lead, nickel, selenium, silver, thallium, or zinc is not required if the mean diameter of the particles released is larger than 100 micrometers (0.004 inches).
- PCBs: Under the Toxic Substances Control Act, spills of 10 pounds or more by weight of PCBs (any concentration greater than 50 parts per million) must be reported to the appropriate EPA Regional Office. Spill cleanup must begin promptly, no later than 24 hours after the spill is discovered. [40 CFR 761.125(a)(1)].

Under CERCLA, the RQ for PCBs is 1 pound. Spills of PCB-containing materials (mixtures and solutions) must be reported when the total volume spilled times the concentration equals or exceeds the RQ (1 pound). Reports are made to the National Response Center. Spill containment and cleanup must be timely and effective.

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B.6.6.3 District of Columbia: Hazardous Wastes

For generators; transporters; and treatment, storage and disposal facilities; if a release, fire, or explosion could threaten human health or the environment outside the facility, notify:

National Response Center
(202) 267-2675

D.C. Office of Emergency Preparedness
2000 14th St., N.W., 8th Floor
Washington, D.C. 20009
(202) 673-2101

The report, to be made immediately, should indicate:

- The name, address, and EPA identification number of the generator.
- The date, time, and type of incident.
- The quantity and type of hazardous waste involved.
- The extent of injuries, if any.
- Name and telephone number of reporter.
- Possible hazards to human health or the environment.

Within 15 days a written report must be submitted to the D.C. Department of Consumer and Regulatory Affairs, providing the above information and describing the quantity and disposition of any material recovered from the incident.

D.C. Department of Consumer and Regulatory Affairs
Environmental Regulation Administration
Suite 203
2100 Martin Luther King, Jr., Ave., S.E.
Washington, D.C. 20020
(202) 404-1136

[District of Columbia Municipal Regulations, Title 20, Chapter 40, Section 4003, adopting 40 CFR 262.34(a)(4), referring to 40 CFR 264.56(1)(2)]

B.6.6.4 District of Columbia: Hazardous Materials

Same reporting requirements as **Federal requirements** as listed below:

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Report transportation-related (including loading, unloading, and temporary storage) incidents in which, as a direct result of hazardous materials (including hazardous wastes) the following occurred to:

National Response Center (800) 424-8802/ (202) 267-2675

Notes:

- Hazardous materials are listed under 49 CFR 172.101
- Report incidents in which:
 - A person is killed.
 - A person receives injuries requiring their hospitalization.
 - Estimated carrier or other property damage exceeds \$50,000.
 - An evacuation of the general public occurs lasting one or more hours.
 - Fire, breakage, spillage, or suspected radioactive contamination occurs involving shipment or radioactive material.
 - Fire, breakage, spillage, or suspected contamination occurs involving shipment of etiologic agents. Notice may be given to the Director, **Center for Disease Control**, U.S. Public Health Service, (404) 633-5313, in lieu of notifying the NRC.
 - There has been a release of a marine pollutant in a quantity exceeding 119 gallons for liquids or 882 lbs for solids.
 - A situation exists of such a nature that, in the judgment of the carrier, it should be reported.
- Reports must include the following:
 - Name of the reporter.
 - Name and address of carrier represented by reporter.
 - Phone number where reporter can be contacted.
 - Date, time, and location of incident.
 - The extent of injuries, if any.
 - Classification, name, and quantity of hazardous material involved, if such information is available.

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- Type of incident and nature of hazardous material involvement and whether a continuing danger to life exists at the scene.
- Each carrier who transports hazardous materials shall report in writing in duplicate on Form DOT F 5800.1 within 15 days of the date of discovery of each incident that occurs during the course of transportation. Additional forms can be obtained by calling (202) 472-1024 or writing to the following address:

Submit two copies of Form DOT F 5800.1 to:

U.S. Department of Transportation
Research and Special Programs Administration
Information Systems Manager
Washington, DC 20590

(49 CFR 171.5)

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Appendix C
INCIDENT COMMAND FORMS

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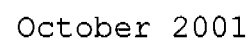
COMMANDER, NAVY REGION, MID-ATLANTIC
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| | | | |
|---|-------------------|-------------------------------------|-------------------|
| INCIDENT BRIEFING | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| <p style="text-align: center;">4. MAP/SKETCH</p> <p>(Could include maps showing the total Area of Operations, the incident site, overflight results, trajectories, impacted shorelines, or other graphics depicting situation and response status.)</p> | | | |
| ICS 201 6/95 | Page 1 of 4 | 5. Prepared By (Name and Position): | |

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[illegible]

7. Current Organization



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[illegible]

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| | | | |
|---|-------------------|---|-------------------|
| RESPONSE OBJECTIVES | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| 4. Operational Period (Date/Time): | | | |
| 5. Overall Incident Objective(s): | | | |
| | | | |
| | | | |
| | | | |
| 6. Objectives for specified Operational Period: | | | |
| | | | |
| | | | |
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| | | | |
| 7. Safety message for specified Operational Period: | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| 8. Weather: See Attached Weather Sheet. | | | |
| 9. Tides / Currents: See Attached Tide / Current Data. | | | |
| 10. Sunrise: | | Sunset: | |
| 11. Attachments (✓ if attached): | | | |
| <input type="checkbox"/> Organizational List (ICS 203) | | <input type="checkbox"/> Medical Plans (ICS 206) | |
| <input type="checkbox"/> Resources at Risk Summary (ICS 212(oil)) | | | |
| <input type="checkbox"/> Assignment List (ICS 204) | | <input type="checkbox"/> Incident Map(s) <input type="checkbox"/> _____ | |
| <input type="checkbox"/> Communications Plan (ICS 205) | | <input type="checkbox"/> Traffic Plan <input type="checkbox"/> _____ | |
| ICS 202 6/95 | | 12. Prepared By: (Planning Section Chief) | |

COMMANDER, NAVY REGION, MID-ATLANTIC
NAVY ON-SCENE COORDINATOR OIL & HAZARDOUS
SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | | | | | | | |
|---|--------|--------------------|----------------|---|----------------------|---------------------|--------------------|--------|-------|
| 1. Branch: | | 2. Division/Group: | | ASSIGNMENT LIST | | | | | |
| 3. Incident Name: | | | | 4. Operational Period: (Date/Time) | | | | | |
| 5. Operations Personnel: <div style="margin-left: 150px;"> Operations Section Chief: _____ Branch Director: _____ Division/Group Supervisor: _____ </div> | | | | | | | | | |
| Strike Team/ Task Force/ Resource Identified | Leader | Phone # | No. of Persons | Trans. Needed | Drop Off Point/ Time | Pick Up Point/ Time | | | |
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| | | | | | | | | | |
| 7. Assignments: | | | | | | | | | |
| 8. Special Instructions / Safety Message: | | | | | | | | | |
| 9. Division/Group/Communications Summary | | | | | | | | | |
| Function | | Freq. | System | Chan. | Function | | Freq. | System | Chan. |
| Command | Local | | | | Support | Local | | | |
| | Repeat | | | | | Repeat | | | |
| Div./Group/Unit Tactical | | | | | Ground-To-Air | | | | |
| 10. Prepared By: (Resource Unit Leader) | | | | 11. Approved By: (Planning Section Chief) | | | Date/Time Approved | | |
| ICS 204 6/95 | | | | | | | | | |

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SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | | |
|---|---------------------------------------|----------|-------------------|------------------------|
| INCIDENT RADIO COMMUNICATIONS PLAN | | | 1. Incident Name: | 2. Date/Time Prepared: |
| 4. Basic Radio Channel Utilization | | | | |
| SYSTEM / CACHE | CHANNEL | FUNCTION | FREQUENCY | ASSIGNMENT |
| | | | | |
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| ICS 205 6/95 | 5. Prepared by: (Communications Unit) | | | |

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SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | | | | | | |
|----------------------------------|-------------------|--------------------------------------|-------------------|------------------------|-----------------------------------|----|-------------|----|
| MEDICAL PLAN | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: | 4. Operational Period: | | | | |
| 5. INCIDENT MEDIAL AID STATIONS: | | | | | | | | |
| MEDICAL AID STATIONS | LOCATIONS | | | Paramedics | | | | |
| | | | | YES | NO | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| 6. TRANSPORTATION: | | | | | | | | |
| A. AMBULANCE SERVICES | | | | | | | | |
| MEDICAL AID STATIONS | LOCATIONS | | PHONE | Paramedics | | | | |
| | | | | YES | NO | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| B. INCIDENT AMBULANCES | | | | | | | | |
| NAME | LOCATIONS | | | Paramedics | | | | |
| | | | | YES | NO | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| 7. HOSPITALS: | | | | | | | | |
| NAME | ADDRESS | TRAVEL TIME | | PHONE | Helipad | | Burn Center | |
| | | AIR | GRND | | YES | NO | YES | NO |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| 8. MEDICAL EMERGENCY PROCEDURES: | | | | | | | | |
| | | | | | | | | |
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| | | | | | | | | |
| ICS 206 6/95 | | 9. Prepare By: (Medical Unit Leader) | | | 10. Reviewed By: (Safety Officer) | | | |

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SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | | |
|------------------------------------|--------------|---|-------------------|-------------------|
| DAILY MEETING SCHEDULE | | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| 4. Operational Period (Date/Time): | | | | |
| Time | Meeting Name | Purpose / Attendees | Meeting Location | |
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| ICS 208 (oil) 6/95 | | 5. Prepared By: (Situation Unit Leader) | | |

COMMANDER, NAVY REGION, MID-ATLANTIC
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| | | | |
|----------------------------|--|-------------------|--|
| MEETING DESCRIPTION | | 1. Incident Name: | |
| 2. Meeting Name: | | | |
| 3. Meeting Date: | | 4. Meeting Time: | |
| 5. Meeting Place: | | | |
| 6. Facilitator: | | | |
| 7. Who Should Attend: | | | |
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| 8. Agenda Outline: | | | |
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| ICS 208A (oil) 6/95 | | 9. Prepared By: | |

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SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | | |
|--|----------|---|--------------------------|-------------------|
| RESOURCES AT RISK SUMMARY | | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| 4. Environmentally Sensitive Areas and Wildlife Issues: | | | | |
| # | Priority | Site | Location and Description | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Narrative: | | | | |
| | | | | |
| | | | | |
| | | | | |
| 5. Archaeo-cultural and Socio-economic Issues: | | | | |
| # | Priority | Site | Location and Description | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Narrative: | | | | |
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| ICS 212 (oil) 6/95 | | 6. Prepared By: (Situation Unit Leader) | | |

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| | | | | |
|--|--|-------------------------------------|-------------------|------------------------|
| UNIT LOG | | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| 4. Unit Name/Designators: | | 5. Unit Leader (Name and Position): | | 6. Operational Period: |
| PERSONNEL ROSTER ASSIGNED | | | | |
| NAME | | ICS POSITION | | HOME BASE |
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| 8. ACTIVITY LOG (CONTINUE ON REVERSE): | | | | |
| TIME | | MAJOR EVENTS | | |
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| ICS 214 5/95 | | 9. Prepared by: | | |

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| AIR OPERATIONS SUMMARY | 1. Incident Name: | 2. Operational Period (Date & Time): | 3. Distr F | | | | | | | | | | | | | | | | | | | | | | | | |
|---|----------------------|---|-------------------------|------|-----------------------|-------------------------|-------------------------|-------|-------|-------|---|-----------|----------|-------|------------------------|-------|-------|-------|------------------------|-------|-------|-------|------------------------|-------|-------|-------|--|
| 4. PERSONNEL AND COMMUNICATIONS <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 15%; text-align: center;">Name</th> <th style="width: 15%; text-align: center;">Air/ Air Frequency</th> <th style="width: 15%; text-align: center;">Air/Ground Frequency</th> </tr> </thead> <tbody> <tr> <td>Air Operations Director</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Air Tactical Supervisor</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Air Support Supervisor</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Helicopter Coordinator</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Fixed-Wing Coordinator</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table> | | | | Name | Air/ Air Frequency | Air/Ground Frequency | Air Operations Director | _____ | _____ | _____ | Air Tactical Supervisor | _____ | _____ | _____ | Air Support Supervisor | _____ | _____ | _____ | Helicopter Coordinator | _____ | _____ | _____ | Fixed-Wing Coordinator | _____ | _____ | _____ | 5. REMARKS (Spec. Inst Hazards, Priorities) <div style="height: 100px;"></div> |
| | Name | Air/ Air Frequency | Air/Ground Frequency | | | | | | | | | | | | | | | | | | | | | | | | |
| Air Operations Director | _____ | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| Air Tactical Supervisor | _____ | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| Air Support Supervisor | _____ | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| Helicopter Coordinator | _____ | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| Fixed-Wing Coordinator | _____ | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Location/ Function | 7. Assignment | <table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">8. Fixed Wing</th> <th colspan="2" style="text-align: center;">9. Helicopters</th> </tr> <tr> <th style="width: 50%; text-align: center;">No.</th> <th style="width: 50%; text-align: center;">Type</th> <th style="width: 50%; text-align: center;">No.</th> <th style="width: 50%; text-align: center;">Type</th> </tr> </table> | 8. Fixed Wing | | 9. Helicopters | | No. | Type | No. | Type | 10. Time <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%; text-align: center;">Available</th> <th style="width: 50%; text-align: center;">Commence</th> </tr> </table> | Available | Commence | | | | | | | | | | | | | | |
| 8. Fixed Wing | | 9. Helicopters | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. | Type | No. | Type | | | | | | | | | | | | | | | | | | | | | | | | |
| Available | Commence | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| ICS 220 6/95 | | 13. Air Operation Support Equipment: | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 14. Prepared By | | | | | | | | | | | | | | | | | | | | | | | | | |

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SUBSTANCES POLLUTION CONTINGENCY PLAN

| | | | |
|------------------------------------|---|-------------------|-------------------|
| EXECUTIVE SUMMARY | 1. Incident Name: | 2. Date Prepared: | 3. Time Prepared: |
| 4. Operational Period (Date/Time): | | | |
| 5. Planning: | | | |
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| 6. Operations: | | | |
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| 7. Environmental: | | | |
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| 8. Other: | | | |
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| ICS Exec. Sum. 6/95 | 12. Prepared By: (Planning Section Chief) | | |

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| GENERAL PLAN | | | | | Incident Name: | | | | | | | | | |
|---|--|--|----------------|--|----------------|--|--|--------------------------------|--|--|-----|--|--|--|
| Prepared by: | | | Date Prepared: | | Time Prepared: | | | Operational Period (Date/Time) | | | | | | |
| | | | | | | | | From: | | | To: | | | |
| 1. Notification | | | | | | | | | | | | | | |
| 2. Response Initiation | | | | | | | | | | | | | | |
| 3. Site Characterization, Forecasts, and Analysis | | | | | | | | | | | | | | |
| 4. Site Safety | | | | | | | | | | | | | | |
| 5. Site Security | | | | | | | | | | | | | | |
| 6. Source Stabilization, Salvage, and Lightering | | | | | | | | | | | | | | |
| 7. Surveillance | | | | | | | | | | | | | | |
| 8. On Water Containment and Recovery | | | | | | | | | | | | | | |
| 9. Sensitive Areas/Resources at Risk | | | | | | | | | | | | | | |
| 10. Alternative Response Technology | | | | | | | | | | | | | | |
| 11. Shoreline Protection and Recovery | | | | | | | | | | | | | | |
| 12. Wildlife Protection and Recovery | | | | | | | | | | | | | | |
| 13. Logistics Support | | | | | | | | | | | | | | |
| 14. Response Organization | | | | | | | | | | | | | | |
| 15. Communications | | | | | | | | | | | | | | |
| 16. Public Information | | | | | | | | | | | | | | |
| 17. Financial Management and Cost Documentation | | | | | | | | | | | | | | |
| 18. NRDA and Claims | | | | | | | | | | | | | | |
| 19. Training | | | | | | | | | | | | | | |
| 20. Information Management | | | | | | | | | | | | | | |
| 21. Restoration/Management | | | | | | | | | | | | | | |
| 22. Waste Management | | | | | | | | | | | | | | |
| 23. Demobilization | | | | | | | | | | | | | | |

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INCIDENT ACTION PLAN

Incident Name: _____

Incident Number(s): _____

Date Plan Prepared: _____

Operational Period Covered by This Plan:

Date: Start _____ Finish _____

Time: Start _____ Finish _____

Approved By:

Federal: _____

State: _____

RP(s): _____

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Appendix D
AREA COMMITTEE/STATE DATA

It is the policy of the U.S. Navy to comply with all applicable regulatory requirements that pertain to oil and hazardous substance (OHS) discharges or releases. In addition to all the federal statutes, Navy units must comply with the applicable state and local laws and regulations regarding the environment, natural resources, and cultural, economic, and historic resources. The Navy's environmental policy is contained in OPNAVINST 5090.1 series.

D.1 STATE AND LOCAL REGULATIONS

In addition to the federal mandates, each state and/or local jurisdiction may impose its own environmental regulations to address its specific concerns. COMNAVREG MIDLANT must review the appropriate state and local regulations for applicability and to ensure compliance. For cases when the state and federal regulations overlap, COMNAVREG MIDLANT must comply with the more demanding or restrictive regulation. COMNAVREG MIDLANT's Area of Responsibility (AOR) includes territory in more than one state's jurisdiction. In situations where multiple states have conflicting environmental regulations COMNAVREG MIDLANT must comply with the applicable regulations of the state within which operations are being conducted. Each state may also require specific notification requirements; refer to Section B.6 for state notification requirements in the NOSC AOR.

D.2 AREA CONTINGENCY PLANS (ACPs)

In addition to the requirements listed above, COMNAVREG MIDLANT's response plan and the response plans of all Navy activities within COMNAVREG MIDLANT's AOR must be consistent with the requirements of the National Contingency Plan (NCP) and the applicable Area Contingency Plans (ACPs).

ACPs describe the strategies for coordinated responses to oil discharges and hazardous substance releases within the area. ACPs address the following response efforts: mechanical recovery; shoreline cleanup; protection of environmentally sensitive areas; protection, rescue and rehabilitation of wildlife; and the use of dispersants and other mitigating substances and devices. Each ACP contains response strategies that cover the range of spills most likely to occur in the area.

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Area Committees administer the ACP. The Area Committees are composed of experienced environmental and response representatives from federal, state, and local agencies and are responsible for the area's environmental integrity.

COMNAVREG MIDLANT must be knowledgeable of the ACPs that apply within its AOR. In addition, COMNAVREG MIDLANT must ensure that the response plans of the Navy activities within its AOR are consistent with the applicable ACP(s).

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Appendix E
RESPONSE RESOURCES

As the Navy On-Scene Coordinator (NOSC), COMNAVREG MIDLANT has access to a number of resources beyond immediate staff support to assist in responding to oil and hazardous substance (OHS) pollution incidents. This appendix identifies sources of the following resources:

- Navy centrally procured OHS pollution response equipment;
- Commercial OHS pollution response contractors;
- Technical advisors with specialized expertise and experience in pollution response decision-making;
- Technical sources of information and reference data relative to OHS pollution response.

All referenced tables and figures are presented at the end of this appendix.

E.1 NAVY EQUIPMENT

E.1.1 SUPSALV Equipment

NAVSEA, through the Supervisor of Salvage (SUPSALV), Code 00C, maintains the largest inventory of pollution response equipment in the Navy. This equipment is suitable for offshore and salvage-related pollution incidents and is located at SUPSALV warehouses for rapid deployment to pollution sites. In addition to equipment, SUPSALV provides trained contractor personnel to operate equipment, and experienced staff operations personnel to assist the NOSC in key decision-making. A detailed description of SUPSALV's response capabilities is provided in SUPSALV's Oil Spill Contingency Planning Guide. Table E-1 presents a list of the SUPSALV pollution control equipment extracted from this guide.

E.1.2 NAVFAC Equipment

NAVFACENGCOM, through the Naval Facilities Engineering Service Center (NFESC), centrally procures OHS response equipment and distributes it to high-risk locations identified throughout the Navy. Refer to Annual Allowance Requirement Review Worksheet (A²R²) for the on hand inventory of equipment.

E.2 COMMERCIAL RESOURCES

A number of commercial response organizations exist within each NOSC Area of Responsibility (AOR). The NOSC should be

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familiar with the response and cleanup organizations within the AOR. These commercial organizations may be considered for response efforts as a supplement to the facility equipment that already exists in the local area (see Table E-2) and SUPSALV assets (see Table E-1).

E.3 TECHNICAL ADVISORS

Several federal and non-federal sources can provide the NOSC with technical advice and can assist in critical decision-making for large or complex OHS response events. A matrix of the federal Special Teams is provided in Table E-3. Although telephone numbers are provided for each of these sources, the NOSC will normally coordinate all requests for technical advice through SUPSALV or the NAVFAC Engineering Field Division (EFD). Personnel at these commands are familiar with the technical advisors and are better able to direct requests for specific information or assistance. The following paragraphs summarize the capabilities of the technical advisors and provide associated points of contact and phone numbers.

E.3.1 Supervisor of Salvage (SUPSALV)

As detailed in paragraph E.1.1 and Table E-1, SUPSALV can provide extensive equipment resources and trained operators in support of a pollution response effort. SUPSALV is also prepared to provide operational advice and assistance to the NOSC or to local FICs regarding oil discharge cleanup, contingency planning, training, and salvage. Requests for technical support should be made by phone to the numbers listed below. Reimbursement is required only if the requests involve the expenditure of direct funds, (e.g., travel). SUPSALV technical representatives should not act as NOSC Staff Environmental/Technical Advisors during a pollution response; that role should be performed by assigned command staff. However, SUPSALV will work with the NOSC Environmental/Scientific Advisor on specific operational support problems.

SUPSALV

| | | | |
|---------------|---------|--------------------|--|
| Phone Number: | Day: | DSN 227-2758 | |
| | | Com (703) 607-2758 | |
| | 24 hr.: | Com (703) 602-7527 | (NAVSEA Duty Officer - can relay calls to SUPSALV personnel at home telephone numbers) |

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**E.3.2 Commander, Naval Facilities Engineering Command
(COMNAVFACENGCOM)**

Naval Facilities Engineering Command (NAVFAC), through its Engineering Field Divisions (EFDs), is responsible for providing technical support and other services to the NOSC or FIC upon request. The EFD can also secure other support through other NAVFAC, Navy, or federal technical organizations. For the COMNAVREG MIDLANT AOR, the EFD points of contact assigned to oil discharges and related environmental problems are as follows:

ATLANTIC DIVISION: for West Virginia and Virginia
Phone Number: DSN 262-4762
Com (757) 322-4762

EFA CHESAPEAKE: for Maryland, Delaware, and District of Columbia
Phone Number: DSN 325-3286
Com (202) 685-3286

NORTHERN DIVISION: for Pennsylvania
DSN: 443-0567
Com: (610) 595-0567 ext. 177

**E.3.3 International Tanker Owners Pollution Federation
Ltd. (ITOPF)**

ITOPF's Technical Department provides advisory services for oil discharges from tanker incidents. Although a non-profit organization intended primarily to support member tanker owners, its services are available by contract to other organizations. It has performed national surveys on oil discharge response information for the U.S. Navy. When requested by the NOSC or FIC, ITOPF can provide the following services:

- ☐ Advise and assist on the method of cleanup that is most appropriate, most cost effective, and least damaging to the environment;
- ☐ Mount a major cleanup response and secure cleanup equipment as necessary;
- ☐ Monitor the cleanup operation and provide on-site reports;
- ☐ Conduct a post response survey to evaluate the effectiveness of the cleanup measures and to assess any pollution damage resulting from an oil discharge;
- ☐ Provide access to a library of information and technical papers on response and cleanup techniques.

ITOPF Phone Number: 011-44-71-621-1255 (London, UK)

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E.3.4 National Oceanic and Atmospheric Administration (NOAA)

NOAA Scientific Support Coordinators are a special force available to the Federal On-Scene Coordinator (FOSC). These individuals can provide direct support to the NOSC by assessing and integrating technical advice from a variety of experts and sources. The SSCs are particularly qualified to evaluate hazards to human health and the environment, and to identify a preferred course of action to reduce these hazards. The SSCs can also provide models of spill trajectories and assessments of impacts to environmental sensitivities.

By coordinating scientific activity on-site, the SSC can ensure that health and environmental concerns are factored into the decision making, allowing the OSC to focus on other important aspects of the response. A total of nine SSCs are located strategically throughout U.S. coastal areas to provide rapid and specialized support to pollution incidents. As with the other technical advisors, requests for assistance from the SSC should initially be directed initially through SUPSALV for coordination.

NOAA SSC

| | | |
|----------------|--------|----------------|
| for MD and VA: | 24 hr: | (757) 856-2755 |
| for DE and PA: | 24 hr: | (212) 668-6428 |
| for WV and PA: | 24 hr: | (216) 522-7760 |

(For after hours/emergency assistance, HAZMAT headquarters for SSCs will page appropriate personnel)

E.3.5 Regional Response Teams (RRTs)

The RRTs are composed of federal and state agency representatives with regional coordinating responsibilities for pollution incident contingency planning, preparedness, and response. Each EPA region (coinciding with the federal region) has an RRT. These regional bodies coordinate planning and preparedness functions prior to an OHS incident, and advise and assist following an actual pollution incident. Thus, the RRTs can assist the NOSC or FIC both in planning for and in responding to Navy pollution incidents. The EPA Regional Headquarters and Coast Guard District Offices provide the Co-Chairmen to the RRTs. The RRT organization is described in further detail in the applicable RRT pollution contingency plan. Requests to the RRT for information or technical support should be coordinated through the DOD representative to the RRT, through the NAVFAC, EFD, or through SUPSALV.

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E.3.6 U.S. Environmental Protection Agency (EPA)

The EPA can provide technical advice or assistance in determining the environmental effects of oil discharges or hazardous substances releases and in selecting the preferred environmental pollution control technique. The EPA has also established the Environmental Response Team (ERT) to advise and assist the On-Scene Coordinator on issues of pollution containment, cleanup, and damage assessment. ERT members have expertise in biology, chemistry, hydrology, geology, and engineering. They can provide access to special decontamination equipment for chemical releases; provide advice to the OSC in

- hazard evaluation;
- risk assessment;
- multimedia sampling and analysis;
- cleanup techniques and priorities;
- water supply;
- decontamination and protection;
- on-site safety (including development and implementation of plans);
- application of dispersants;
- environmental assessment;
- degree of cleanup required; and
- disposal of contaminated materials.

The ERT also provides both introductory and intermediate level training courses to prepare response personnel. Requests by the OSC for ERT support should be coordinated through the DOD or Navy RRT representative, through SUPSALV, or through the EFD.

E.3.7 U.S. Coast Guard (USCG)

The Navy and USCG have a standing Inter-Agency Agreement regarding the sharing of response resources (see Appendix G). The USCG can provide the NOSC with technical support, equipment, or personnel to assist in the response to a Navy OHS pollution incident. USCG District Offices provide the co-chairmen to the RRTs. USCG Marine Safety Offices (MSOs) generally provide the On-Scene Coordinator to pollution incidents under the jurisdiction of the Coast Guard (pollution incidents in the coastal zone, except for DOD hazardous substance releases). Most notably, the Coast Guard's National Strike Force (NSF), composed of three teams, one each (Pacific, Atlantic, and Gulf of Mexico) maintains personnel on standby to respond to incidents anywhere along the U.S. coast. National Strike Force members are highly trained and equipped to assist the On-Scene Coordinator in

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responding to major oil discharges and chemical releases, particularly in the marine environment. The Coast Guard also maintains the Public Information Assist Team (PIAT), a unit of skilled public affairs specialists. During a response event, the PIAT can assist the NOSC's Public Affairs Officer (PAO) with providing timely information to the public and the news media. The Coast Guard District Office legal staffs can provide direct support to the NOSC's Legal Advisor. All requests for USCG assistance, whether for local or strike team support to the Navy response effort, or for advice or assistance from the PIAT, should be made through SUPSALV or the DOD/Navy RRT contact.

E.3.8 Hazardous Substance Release Support

Several government and industry organizations have specialized expertise, resources, and/or response capabilities relative to hazardous material releases. Tables E-3 and E-4 identify these organizations and their particular expertise.

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Table E-1
SUPSALV OIL SPILL RESPONSE EQUIPMENT INVENTORY

| Equipment Description | Location and Quantity | | | |
|---|-----------------------|---------------------|---------------|---------------------|
| | Williamsburg, VA | Port Hueneme, CA | Anchorage, AK | Pearl Harbor, HI |
| Spilled Oil Recovery | | | | |
| Skimmer Vessel System, (36' Aluminum Hull) | 10 | 9 | 3 | 2 |
| Skimming System (Sorbent Belt VOSS*) | 1 | 0 | 1 | 0 |
| Skimming System, (Screw Pump VOSS*) | 2 | 1 | 1 | 0 |
| Skimmer, Sorbent Rope Mop (36") | 1 | 1 | 1 | 0 |
| Skimmer, Sorbent Rope Mop (18") | 0 | 0 | 1 | 0 |
| Boom Van (18" x 350' Fire Boom) | 1 | 0 | 1 | 0 |
| Boom Van, (42" x 1980' Boom) | 5 | 4 | 2 | 1 |
| Boom Mooring System | 31 | 28 | 12 | 4 |
| Boom Handling Boats (24' 260 hp Diesel) | 8 | 8 | 2 | 2 |
| Boom Tending Boats (19' & 23' Inflatable) | 2 | 1 | 1 | 1 |
| Boom Tending Boats (18' Workboat) | 4 | 3 | 2 | 1 |
| 136k Oil Storage Bladder | 6 | 4 | 1 | 0 |
| 26k Oil Storage Bladder | 2 | 2 | 1 | 2 |
| 290K Oil Storage Bladder | 0 | 0 | 1 | 0 |
| Casualty Offloading | | | | |
| Pump System, POL 6" Submersible | 4 | 5 | 2 | 4 |
| Floating Hose (6" x 100') | 58 | 0 | 0 | 0 |
| Hot Tap System | 1 | 1 | 0 | 1 |
| Boarding Kit | 1 | 0 | 1 | 1 |
| Fender System (8' x 12' Foam) | 3 | 4 | 0 | 0 |
| Fender System (14' x 60' LP Air) | 4 | 4 | 0 | 0 |
| Fender System (10' x 50' LP Air) | 8 | 15 | 1 | 0 |
| Ancillary Equipment | | | | |
| Command Trailer (40' Communications & Command Center) | 1 | 1 | 0 | 0 |
| Command Van (20' Communications & Command Center) | 3 | 1 | 1 | 1 |
| Shop Vans | 2 | 1 | 1 | 1 |
| Rigging Vans | 2 | 0 | 0 | 0 |
| Personnel Bunk Vans | 1 | 0 | 0 | 0 |
| Beach Transfer System (4-WD Vehicles) | 1 | 0 | 1 | 0 |
| Communication System (Satellite Phone, Land) | 2 | 0 | 0 | 0 |
| Communication System (Satellite Phone, Ship) | 1 | 2 | 0 | 0 |
| Oil/Water Separator (Parallel Plate 100 gpm) | 1 | 0 | 1 | 1 |

Table E-1
SUPSALV OIL SPILL RESPONSE EQUIPMENT INVENTORY

| <u>Equipment Description</u> | <u>Location and Quantity</u> | |
|------------------------------|------------------------------|-------------------------|
| Cleaning System | <u>Williamsburg, VA</u> | <u>Port Hueneme, CA</u> |
| | | <u>Anchorage, AK</u> |
| | | <u>Pearl Harbor, HI</u> |

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[Insert Table E-2 here.]

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Table E-3
Special Response Teams Matrix

| Expertise | | Resources | Locations | Contact Info |
|--|--|--|---|---|
| Navy SUPSALV Supervisor of Salvage NCP Special Team | Ocean oil spill abatement; Shipboard Damage Control; Diving/ROV expertise; U/W search/recovery; U/W ship husbandry; Ship salvage plans and operations | Specialized pumping and skimming equipment; Open ocean boom; Boom mooring equipment & fireboom; ROVs; Shipboard Damage Control equipment; Ship salvage equipment; Repair, rigging Command and Control, and Decon vans; Boats; Salvage Contracts | Equipment locations are: VA Williamsburg, VA Stockton, CA Anchorage, AK Pearl Harbor, HI Worldwide salvage contracts | Contact direct: Day 703.607.2758 Night 703.602.7527 or via NRC at 800.424.8802 |
| | | | | |
| SSC (NOAA) Scientific Support Coordinator NCP Special Team | Resources at risk; Chemistry; Liaison with scientific community; Dispersant/Bioremediation; Trajectories | CAMEO; Air plume modeling equipment; Oil trajectory modeling equipment; Chemical sampling analysis; Biological and water sampling equipment | USCG District Offices TC Yorktown, VA Governors Island, NY Seattle, WA | Contact specific SSC or HAZMAT Duty Officer direct Seattle, WA at 206.526.6317 (24 hr) |

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| | | | | |
|--|--|--|--------------------------|--|
| NSF USCG Atlantic Strike Team | Lightering; Pumping; Boom; Skimming; Air monitoring; Site safety; Site security; In-Situ burning; Dispersant application; Operational & technical expertise; Damage assessment | Cargo lightering pumps; Dewatering/deballasting pumps; Command Posts; Chemical Response (Level "A"); Open Water Oil Containment & Recovery Systems (OWOCRS); Air monitoring equipment; Temporary storage devices; Communications equipment | Atlantic - Ft Dix, NJ | Contact direct at; 609.724.0008 (Atlantic) or via NRC at 800.424.8802 |
| NCP Special Team | International case coordination; Response equipment location; Spill Management & Logistics; PREP exercises | Coordination of all NSF resources, including coordination of combined strike team responses; National Spill Response Resources Inventory; Logistical coordination and spill management staff; PIAT (element of NSFCC) | Elizabeth City, NC | Contact direct at; 919.331.6000 or via NRC at 800.424.8802 |
| NCP Special Team | Public Affairs and media management assistance; Public Affairs training | Press Office equipment; Photodocumentation equipment | Elizabeth City, NC | Contact via NSFCC at 919.331.6000 |

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Table E-3
Special Response Teams Matrix

| | Expertise | Resources | Locations | Contact Info |
|---|--|--|--|---|
| EPA ERT Environmental Response Team | Treatment technology; Hydrology; Engineering; Geology/Chemistry /Biology; How clean is clean issue?; | Sampling equipment to conduct investigations related to the release of oil or hazardous equipment - extent of conditions and impact studies; Analytical laboratory available; Air monitoring; Underwater ROV | EPA Headquarters, Emergency Response Division, Washington DC Edison, NJ Cincinnati, OH | Contact through EPA RRT Rep, or EPA Regional Office; EPA HQ Director, ERD at 908.321.6660 (24 hr) |
| NCP Special Team | Health and Safety | | | |
| NPFC National Pollution Fund Center | Funds management; Cost documentation; Notice of Designation; Funding removal authorization; Initiation of NRDA funds; Claims processing; Cost recovery; Certification of Financial Responsibility (COFR) | Advice and consultation by phone; On-scene personnel for funds management, cost documentation assistance, and claims processing, if incident circumstances warrant | Arlington, VA | Contact cognizant regional Manager of cell, or 703.235.4756 / 57 / 75 |
| NCP Special Team | | | | |

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| | | | | |
|--|---|---|-------------|-------------------------|
| CDC Center for Disease Control | Health hazard information, & assessment of exposure and dosage to individuals; Medical monitoring associated w/ oil etiologic and radiation threats | Environmental health laboratory services | Atlanta, GA | 404.639.0615 (24 hr) |
| ATSDR Agency for Toxic Substance and Disease Registry | Chemical spill response; Scientific consultation, medical, toxicological and chemical safety and information; Supporting evaluating and abating human health hazards | Health hazard and treatment information; Medical consultation for exposed individuals and areas; Limited air modeling; Toxicologic, chemistry and medical officer staff | Atlanta, GA | 404.639.0615 (24 hr) |

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| TABLE E-4 HAZARDOUS SUBSTANCE RELEASE ASSISTANCE | |
|--|--|
| Source & Phone Number | Expertise |
| Chemical Transportation Emergency Center (Chemtrec) Washington, DC (800) 424-9300 | Provides immediate advice to the scene of emergency and contacts the shipper or manufacturer for more detailed assistance. |
| National Chlorine Institute New York City, NY (800) 424-9300 (through Chemtrec) | Provides data relevant to chlorine releases. Also maintains Chlorine Emergency Response Teams at various locations to respond on-scene. |
| Pesticides Safety Team Network (800) 424-9300 (through Chemtrec) | Can provide data, advice, and response personnel for HS releases involving pesticides. |
| Explosives Emergency Center (800) 424-9300 (through Chemtrec) | Can provide telephone advice or emergency response teams for HS releases involving explosive materials. |
| U.S. Coast Guard Atlantic Strike Team (609) 724-0008 | Can provide highly skilled personnel, equipment and other resources for large response events |
| U.S. Army Technical Escort Unit Edgewood Arsenal, MD (301) 671-3516 duty (301) 671-2773 non-duty | Can provide trained responders for certain hazardous substances with which the Army is familiar. |
| EPA Oil and Hazardous Materials (OHMTADS) (260) 442-1263 | Technical Assistance Data System. Extensive information on over 1,000 chemicals. |
| USCG Hazard Assessment Computer System USCG Chemical Hazard Response Technical Information System (CHRIS) | Extensive files on numerous chemical compounds. Data on over 900 different chemicals. |
| NOAA Computer-Aided Management of Emergency Operations (CAMEO) | Computer program and database written for IBM (DOS and Windows) and MacIntosh computers to assist emergency response personnel in responding to hazardous material releases. |
| Center for Disease Control Atlanta, GA FTS 236-4620 (404) 454-4620 | Can provide extensive data on health hazards associated with various hazardous substances. |

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Appendix F
ENVIRONMENTAL PROTECTION STRATEGIES

F.1 INTRODUCTION

Selecting appropriate oil spill response techniques during a spill is critical in order to minimize the environmental impacts and costs resulting from a spill. Response strategies should be developed that have minimal ecological impact and that reduce the overall impact of the oil spill on the environment. The development of these strategies is broken down into three phases:

- Phase I - preplanning;
- Phase II- validation; and
- Phase III- emergency response prioritization.

Phases I and II should be completed and constantly updated prior to a spill. Phase III should draw upon the work completed in Phases I and II to ensure that the best priorities are established and that decisions are based on sound data and analyses ahead of time. Overall, environmental response strategies should be considered prior to a spill so that minimal time is spent in response preparation during the spill. **In the event of an emergency response, go to section F.6 to begin Phase III.**

F.2 DESCRIPTION OF PHASES

The development of sound response strategies to protect shorelines and sensitive areas is a crucial step in spill response pre-planning. In the event of a major Navy spill, the NOSC must be aware of potentially sensitive areas and verify that methods for protecting them have been developed within his or her area of responsibility (AOR). The following steps form the first phase, plan preparation, and are necessary to develop environmental strategies for the COMNAVREG MIDLANT NOSC plan:

- 1) Determine the spill risk;
- 2) Define and identify sensitive areas;
- 3) Prioritize these sensitive areas for protection as high, medium, or low;
- 4) Develop protection strategies given the expected ranges of environmental conditions and equipment available; and
- 5) Develop maps which identify sensitive areas and summarize protection strategies.

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Note: These actions should be completed in the Facility Response Plans (FRP) and Area Contingency Plans (ACP) for each facility under the NOSC's jurisdiction. Efforts should not be duplicated in the development of COMNAVREGMIDLANT NOSC plan.

Once these steps have been completed, the strategies must be validated through training, drills, and exercises. This second phase is essential since it identifies gaps in response resources for any Navy activities within COMNAVREG MIDLANT AOR as well as areas where coordination with other federal agencies may be necessary.

The third phase consists of using these environmental strategies during an emergency response to a spill incident. In this stage, the environmentally sensitive areas are prioritized based on the potential for spill impact on these areas. Once these areas are prioritized, corresponding environmental strategies are developed by evaluating pre-planned strategies.

F.3 RESOURCES FOR DEVELOPING ENVIRONMENTAL STRATEGIES

A variety of resources within the oil spill response community are available to assist COMNAVREG MIDLANT in developing environmental response strategies. Federal and state agencies have statutory and regulatory mandates to fulfill this requirement based on in-house expertise and experience. These agencies' responsibilities and capabilities are identified in the NCP.

F.3.1 Federal / Regional

To ensure consistency among federal agencies, the NOSC must communicate with the appropriate elements of the National Response System structure. The Oil Pollution Act of 1990 requires that Area Committees be established for joint oil and HS spill response efforts. Area Committee Plans (ACPs) and RRT plans should be consulted when developing strategies for COMNAVREG MIDLANT. Most Area Committees have completed the first phases of resource identification, prioritization, and protection strategy identification, and have proceeded into subsequent phases of validation and review based on exercises and actual incidents. The NOSC must ensure that the sensitive areas and protection strategies identified in the ACPs are incorporated into this plan. Appendix A lists contacts for the COMNAVREG MIDLANT RRT and Marine Safety Offices representatives. Appendix D refers to the list of ACPs that COMNAVREG MIDLANT has for each USCG Captain

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of the Port Zones (Baltimore, Hampton Roads, and Philadelphia) and for EPA Region III.

Another federal asset available to the NOSC is the NOAA Scientific Support Coordinator (SSC), a member of the Regional Response Team (RRT). The Scientific Support Coordination Branch is part of the Hazardous Materials Response and Assessment Division (HAZMAT) of NOAA's Office of Ocean Resources Conservation and Assessment. Under the National Contingency Plan (NCP), the SSCs are responsible for coordinating the flow of scientific advice to the OSCs on spill response operations in coastal waters. Each regional SSC is available on a 24 hour basis to respond immediately to pollution incidents and to commit additional HAZMAT technical resources. The HAZMAT headquarters provide additional support to the OSC through a centralized computer information system (see Appendix A for federal POCs).

F.3.2 Local

Spill response expertise can also be found locally in state wildlife officials and oil spill removal organizations (OSROs) which can provide input to the location of sensitive areas and environmental protection strategies. Contacts for these technical specialists are found in Appendix A.

F.3.3 Documents and References

Most guidance on developing environmental strategies focuses on shoreline protection of oil spills. The following documents contain valuable information to develop these strategies:

- 1) NOAA/HAZMAT and USCG-NSF Document. *Mechanical Protection Guidelines*. June 1994;
- 2) NOAA. *Document Template Shoreline Countermeasures Manual: Temperate Coastal Environments*. December 1992;
- 3) NOAA. *Document Template Shoreline Countermeasures Manual: Tropical Coastal Environments*. May 1993;
- 4) NOAA/API. *Options for Minimizing Environmental Impacts of Freshwater Spill Response*. September 1994; and
- 5) NOAA Guidance. *Facility and Vessel Response Plans Fish and Wildlife and Sensitive Environments*. Federal Register Notice.

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F.4 PHASE I - DEVELOPMENT

F.4.1 Determination of Spill Risk

When determining the spill risk within COMNAVREG MIDLANT NOSC's area of responsibility, the significant and substantial Naval facilities are the primary focus. For COMNAVREG MIDLANT AOR, several facilities have been classified as significant and substantial harm facilities based on calculations of their worst case discharge.

Appendix I contains the worst case discharge scenarios for COMNAVREG MIDLANT area of responsibility. The scenarios were developed for each COTP zone in the NOSC AOR (Baltimore, Buffalo, Hampton Roads, Huntington, Philadelphia, and Pittsburgh). These scenarios were developed for Navy facilities which had the highest spill potential in each COTP and which could cause the most damage to environmentally and economically sensitive areas.

F.4.2 Definition and Identification of Sensitive Areas

Sensitive areas differ for each Naval facility since they are specific to the local region. In general, the level of sensitivity of a habitat is due to a combination of factors such as natural removal processes, biological productivity in the area, human use of the area, and level of the response effort. Areas in the water or on shore which are sensitive to oil may be impacted by the spill. The primary environments considered when determining sensitive areas are water environments and shoreline habitats. Water environments include: nearshore, open ocean, large rivers; small lakes and ponds; small lakes; and streams. Shoreline habitats include: bedrock; manmade structures; sand; mixed sand and gravel; vegetated shorelines; exposed and sheltered tidal flats; swamps, marshes, and mangroves; and others identified in *Guidance for Facility and Vessel Response Plans Fish and Wildlife and Sensitive Environments* (Dept. of Commerce Notice, Federal Register, Tuesday, March 29, 1994).

Sensitive areas should be identified in the ACPs through the area committee planning process. This ensures that all area environmental specialists have been involved in the decision making process for employing all steps in establishing environmental strategies. Areas that are not identified in the ACPs or in the facility response plans (FRPs) are identified by the NOSC. The scope of the area being covered in the ACP may be too large to address in detail areas close to Navy facilities or

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on DoD property. It then becomes incumbent upon the Navy to fill in these gaps and establish appropriate strategies.

F.4.3 Establishment of Priorities

Prioritization of sensitive areas has been developed at a national level. The National Response System (NRS) has been adopted as the standard and is reflected in mapping techniques used for oil spill response. Area prioritization done in addition to ACP priorities should be in accordance with this system to maintain consistency within the NRS.

Table F-2 lists the criteria on which the priority for protection decisions are based in the ACPs within COMNAVREG MIDLANT AOR. Priorities are separated into three categories: high (C); higher (B); and highest (A). The sensitive areas to be protected during a spill incident may vary depending on the spill detection time, tide, current, weather, personnel available on-site to respond, etc. Constant surveillance and analysis must be made in order to maximize the protection of identified sensitive areas and to make intelligent response decisions.

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Table F-2
PROTECTION PRIORITY CRITERIA

The following list contains protection priority criteria on which the ACP priority for protection decisions are based:

| Highest (A) | Higher (B) | High (C) |
|---|---|--|
| <ul style="list-style-type: none"> • Protection of public health • Storm drain outlets • Public drinking water intakes • Safety and health of response workers • Industrial water supplies potentially impacting public needs and /or safety • Endangered or Threatened species and their habitats • National Estuarine Research Reserves • National Wilderness Areas • National Wildlife Refuges • State Wildlife Refuges and game mgt areas • Local or private wildlife refuge areas • Seasonal breeding, spawning, and nesting areas • Salt marshes • Freshwater marshes • Brackish marshes | <ul style="list-style-type: none"> • National Parks, Monuments, and Seashores • State and County Parks • National Historic Register Sites • Commercial and recreational fisheries management areas • Sheltered rocky shores and sea walls • Exposed tidal flats • Gravel beaches and rip-rap • All other beaches • Other undeveloped land • Public parks, recreation areas, and facilities • Private recreation areas and facilities | <ul style="list-style-type: none"> • Industrial water supply not potentially impacting public needs in and/or safety • Other tourist/recreation areas • Exposed vertical rocky shores and sea walls • Agricultural land • Other developed land • Industrial facilities |

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F.4.4 Development of Protection Strategies

The next step during the pre-planning phase is to develop protection strategies, considering the expected ranges of environmental conditions and equipment available in the region. Once protection strategies are developed, they will assist in determining gaps in the NOSC response resources. Protection tactics are closely examined to determine if the strategies developed are realistic.

The FRP for each facility contains protection strategies within the facility's planning distance. These protection strategies are based on a variety of oil spill response and cleanup methods (natural, chemical, bioremediation, or mechanical). Spill response techniques discussed in NOAA's publication, *Options for Minimizing Environmental Impacts of Freshwater Spill Response*, include protection, recovery, and cleanup methods in all these areas. However, since Navy fuels are light and volatile, some methods of response may not be possible due to fire hazards for the responders. Tables F-3 through F-7 are provided to indicate the possible impacts of various response methods on sensitive areas.

F.4.5 Development of Emergency Response Action Maps

Once environmental strategies are developed, the product should be a simple easy reference map with clarifying text that can be quickly understood by all responders. The map illustrates the high sensitivity areas and initial response protection strategies. The most modern techniques for oil spill mapping have been developed by NOAA with the assistance of RPI. These maps, known as Environmental Sensitivity Index (ESI) maps, use standardized terms, symbols, and formats.

NOAA has developed ESI maps for most of the U.S. coastline. The SSC for each COTP zone has all of the ESI maps for his/her given area of jurisdiction. ESI maps are the primary resource used by the SSC and FOSC at a spill site. These documents depict the distribution of valuable coastal habitats and resources, and characterize shorelines according to their vulnerability to an oil spill. Potential locations are also identified where booms or other mitigation actions might be deployed to best protect the coast in the event of a spill.

These maps are used by spill responders of all levels, and within HAZMAT as an integral planning tool for the SSC, which in turn can be referenced and used by the NOSC. The Navy and NOAA

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have agreed that the most effective use of ESI maps is in consultation with the SSC who has the experience and expertise to interpret the maps.

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| Table F-3 Ranked ESI Codes for Various Types of Shorelines Sensitive to Oil (as taken from Options for Minimizing Environmental Impacts of Freshwater Spill Response) | |
|--|--|
| ESI No. | Shoreline Type |
| 1A | Exposed rocky cliffs |
| 1B | Exposed solid sea walls |
| 2 | Shelving bedrock shores |
| 3 | Eroding scarps in unconsolidated sediments |
| 4 | Sand beaches |
| 5 | Mixed sand and gravel beaches |
| 6A | Gravel beaches |
| 6B | Riprap structures |
| 7 | Exposed tidal flats (not present in Great Lakes) |
| 8A | Sheltered rocky shores |
| 8B | Sheltered, solid, manmade structures |
| 9A | Sheltered vegetated low banks/bluffs |
| 9B | Sheltered sand/mud flats |
| 10A | Freshwater marshes (herbaceous vegetation) |
| 10B | Freshwater swamps (woody vegetation) |

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| Table F-4 Gasoline Products: Summary of Relative Environmental Impact from Response Methods for Spills in Water Environments. (as taken from Options for Minimizing Environmental Impacts of Freshwater Spill Response) | | | | |
|---|-------------------|-----------------|----------------------|-------------------------|
| RESPONSE METHOD | WATER ENVIRONMENT | | | |
| | Open Water | Large Rivers | Small Lakes/Ponds | Small Rivers/Streams |
| PHYSICAL RESPONSE METHODS | | | | |
| Natural Recovery | A | A | A | A |
| Booming-Containment | - | - | - | - |
| Booming-Deflection/Exclusion | A | A | A | A |
| Skimming | - | - | - | A |
| Barriers/Berms | - | - | - | B |
| Physical Herding | B | B | C | B |
| Manual Oil Removal/Cleaning | - | - | - | - |
| Mechanical Oil Removal | - | - | - | - |
| Sorbents | - | - | - | - |
| Vacuum | - | - | - | - |
| Debris Removal | - | - | - | - |
| Sediment Reworking | - | - | - | - |
| Vegetation Removal | - | - | - | - |
| In Situ Burning | - | - | B | C |
| Flooding | - | - | - | - |
| Low-Pressure, Cold-Water Flushing | - | - | - | - |
| High-Pressure, Cold-Water Flushing | - | - | - | - |
| Low-Pressure, Hot-Water Flushing | - | - | - | - |
| High-Pressure, Hot-Water Flushing | - | - | - | - |
| Steam Cleaning | - | - | - | - |
| Sand Blasting | - | - | - | - |
| CHEMICAL RESPONSE METHODS | | | | |
| Dispersants | D | D | D | D |
| Emulsion Treating Agents | - | - | - | - |
| Visco-Elastic Agents | - | - | - | B |
| Herding Agents | D | D | B | D |
| Solidifiers | D | D | D | B |
| Chemical Shoreline Pretreatment | - | - | - | - |
| Shoreline Cleaning Agents | - | - | - | - |
| BIOLOGICAL RESPONSE METHODS | | | | |
| Nutrient Enrichment | - | - | - | - |
| Natural Microbe Seeding | - | - | - | - |
| KEY: A=May cause the least adverse habitat impact; B=May cause some adverse habitat impact; C=May cause significant adverse impact; D=May cause the most adverse impact; I= Insufficient information; "-"=Not applicable for this oil type. | | | | |

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| Table F-5 Gasoline Products: Summary of relative environmental impact from response methods for spills in shoreline habitats. (as taken from Options for Minimizing Environmental Impacts of Freshwater Spill Response) | | | | | | | | |
|--|--------------------------------|-----------------|--------------|--------------------------|-------------------------|-----------------|-------------|--------------------|
| RESPONSE METHOD | SHORELINE HABITAT/ ESI RANKING | | | | | | | |
| | Bedrock 1, 2, 8 | Manmade 1, 8 | Sand 3, 4 | Vegetated Shores 9 | Sand and Gravel 5 | Grave 1 6 | Mud 7, 9 | Wetland s 10 |
| PHYSICAL RESPONSE METHODS | | | | | | | | |
| Natural Recovery | A | A | A | A | A | A | A | A |
| Booming-Containment | - | - | - | - | - | - | - | - |
| Booming-Deflection/Exclusion | - | - | - | - | - | - | - | - |
| Skimming | - | - | - | - | - | - | - | - |
| Barriers/Berms | - | - | - | - | - | - | - | - |
| Physical Herding | - | - | - | - | - | - | - | - |
| Manual Oil Removal/Cleaning | - | - | D | D | D | D | D | D |
| Mechanical Oil Removal | - | - | D | D | D | D | D | D |
| Sorbents | B | B | - | - | - | - | B | C |
| Vacuum | - | - | - | - | - | - | - | - |
| Debris Removal | - | - | - | - | - | - | - | - |
| Sediment Reworking | - | - | D | D | D | D | D | D |
| Vegetation Removal | - | - | - | D | - | - | - | D |
| In Situ Burning | - | - | - | - | - | - | C | B |
| Flooding | B | B | B | B | A | A | B | B |
| Low-Pressure, Cold-Water Flushing | B | B | B | B | B | A | D | B |
| High-Pressure, Cold-Water Flushing | B | B | D | D | C | C | D | D |
| Low-Pressure, Hot-Water Flushing | - | - | D | D | D | D | D | D |
| High-Pressure, Hot-Water Flushing | - | - | D | D | D | D | D | D |
| Steam Cleaning | - | - | - | - | - | - | - | - |
| Sand Blasting | - | - | - | - | - | - | - | - |
| CHEMICAL RESPONSE METHODS | | | | | | | | |
| Dispersants | - | - | - | - | - | - | - | - |
| Emulsion Treating Agents | - | - | - | - | - | - | - | - |
| Visco-Elastic Agents | - | - | - | - | - | - | - | - |
| Herding Agents | - | - | - | - | - | - | - | - |
| Solidifiers | - | B | - | - | - | - | D | D |
| Chemical Shoreline Pretreatment | - | - | - | - | - | - | - | - |
| Shoreline Cleaning Agents | - | - | - | - | - | - | - | - |
| BIOLOGICAL RESPONSE METHODS | | | | | | | | |
| Nutrient Enrichment | - | - | - | - | - | - | - | - |
| Natural Microbe Seeding | - | - | - | - | - | - | - | - |
| KEY: A=May cause the least adverse habitat impact; B=May cause some adverse habitat impact; C=May cause significant adverse impact; D=May cause the most adverse impact; I= Insufficient information; -=Not applicable for this oil type | | | | | | | | |

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| Table F-6 Diesel-Like Oils: Summary of Relative Environmental Impact from Response Methods for Spills in Water Environments. (as taken from Options for Minimizing Environmental Impacts of Freshwater Spill Response) | | | | |
|--|-------------------|--------------|-------------------|----------------------|
| RESPONSE METHOD | WATER ENVIRONMENT | | | |
| | Open Water | Large Rivers | Small Lakes/Ponds | Small Rivers/Streams |
| PHYSICAL RESPONSE METHODS | | | | |
| Natural Recovery | A | A | B | B |
| Booming-Containment | A | A | A | A |
| Booming-Deflection/Exclusion | A | A | A | A |
| Skimming | - | - | - | A |
| Barriers/Berms | B | B | B | B |
| Physical Herding | - | - | C | C |
| Manual Oil Removal/Cleaning | - | - | C | C |
| Mechanical Oil Removal | B | B | A | A |
| Sorbents | A | A | A | A |
| Vacuum | - | B | B | B |
| Debris Removal | - | - | - | - |
| Sediment Reworking | B | B | B | B |
| Vegetation Removal | A | B | B | B |
| In Situ Burning | - | - | - | - |
| Flooding | - | - | - | - |
| Low-Pressure, Cold-Water Flushing | - | - | - | - |
| High-Pressure, Cold-Water Flushing | - | - | - | - |
| Low-Pressure, Hot-Water Flushing | - | - | - | - |
| High-Pressure, Hot-Water Flushing | - | - | - | - |
| Steam Cleaning | - | - | - | - |
| Sand Blasting | - | - | - | - |
| CHEMICAL RESPONSE METHODS | | | | |
| Dispersants | B | C | D | D |
| Emulsion Treating Agents | B | B | I | I |
| Visco-Elastic Agents | B | B | B | B |
| Herding Agents | B | D | B | D |
| Solidifiers | B | B | B | B |
| Chemical Shoreline Pretreatment | - | - | - | - |
| Shoreline Cleaning Agents | - | - | - | - |
| BIOLOGICAL RESPONSE METHODS | | | | |
| Nutrient Enrichment | - | - | I | I |
| Natural Microbe Seeding | - | - | I | I |
| KEY: A=May cause the least adverse habitat impact; B=May cause some adverse habitat impact; C=May cause significant adverse impact; D=May cause the most adverse impact; I= Insufficient information; "-"=Not applicable for this oil type | | | | |

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| Table F-7 Diesel-Like Oils: Summary of Relative Environmental Impact from Response Methods for Spills in Shoreline Habitats. (from Options for Minimizing Environmental Impacts of Freshwater Spill Response) | | | | | | | | |
|--|---------------------------------|-----------------|--------------|-----------------------|----------------------|----------------|-------------|-----------------|
| RESPONSE METHOD | SHORELINE HABITAT / ESI RANKING | | | | | | | |
| | Bedrock 1, 2, 8 | Manmade 1, 8 | Sand 3, 4 | Vegetated Shores 9 | Sand and Gravel 5 | Gravel 1, 6 | Mud 7, 9 | Wetland s 10 |
| PHYSICAL RESPONSE METHODS | | | | | | | | |
| Natural Recovery | A | A | A | A | A | A | A | A |
| Booming-Containment | - | - | - | - | - | - | - | - |
| Booming-Deflection/Exclusion | - | - | - | - | - | - | - | - |
| Skimming | - | - | - | - | - | - | - | - |
| Barriers/Berms | - | - | - | - | - | - | - | - |
| Physical Herding | - | - | - | - | - | - | - | - |
| Manual Oil Removal/Cleaning | B | A | B | B | B | B | D | D |
| Mechanical Oil Removal | - | - | B | C | C | D | D | D |
| Sorbents | A | A | A | A | A | A | A | A |
| Vacuum | B | B | B | B | B | B | C | B |
| Debris Removal | A | A | A | B | A | A | B | B |
| Sediment Reworking | - | - | B | D | B | B | D | D |
| Vegetation Removal | - | - | - | B | - | - | - | C |
| In Situ Burning | B | B | - | B | - | - | C | B |
| Flooding | A | A | A | A | A | A | A | A |
| Low-Pressure, Cold-Water Flushing | A | A | B | A | A | A | C | A |
| High-Pressure, Cold-Water Flushing | B | A | D | C | C | B | D | D |
| Low-Pressure, Hot-Water Flushing | C | B | C | D | C | C | D | D |
| High-Pressure, Hot-Water Flushing | D | B | D | D | D | D | D | D |
| Steam Cleaning | D | C | - | - | D | D | - | - |
| Sand Blasting | D | C | - | - | - | - | - | - |
| CHEMICAL RESPONSE METHODS | | | | | | | | |
| Dispersants | - | - | - | - | - | - | - | - |
| Emulsion Treating Agents | - | - | - | - | - | - | - | - |
| Visco-Elastic Agents | - | - | - | - | - | - | - | - |
| Herding Agents | - | - | - | - | - | - | - | - |
| Solidifiers | B | B | B | D | - | - | D | D |
| Chemical Shoreline Pretreatment | I | I | I | I | I | I | I | I |
| Shoreline Cleaning Agents | - | B | - | I | - | - | D | I |
| BIOLOGICAL RESPONSE METHODS | | | | | | | | |
| Nutrient Enrichment | C | C | B | B | B | B | I | I |
| Natural Microbe Seeding | I | I | I | I | I | I | I | I |
| KEY: A=May cause the least adverse habitat impact; B=May cause some adverse habitat impact; C=May cause significant adverse impact; D=May cause the most adverse impact; I= Insufficient information; "-"=Not applicable for this oil type | | | | | | | | |

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F.5 PHASE II - VALIDATION OF STRATEGIES

Once the plan is in place, the strategies should be tested either during equipment deployment training, drills and exercise deployments, or actual incidents. Area Committee participation during drills and training is important (see Chapters 8 and 9 for requirements).

F.6 PHASE III - EMERGENCY RESPONSE PRIORITIZATION OF STRATEGIES

In the event of a spill, reference documents (such ACPs and FRPs) should be on hand to determine the necessary environmental response strategies for the spill incident (see Table F-8). These references include response strategies based on the location of environmental sensitivities in the planning area and their potential for being impacted during a particular spill scenario. The references listed in Table F-8 must be consulted prior to the determination of response strategies to avoid duplication of previous efforts and to make sound response decisions in a timely fashion. This list is comprehensive for COMNAVREG MIDLANT NOSC's AOR and indicates the location of the response priorities lists and maps.

| Table F-8 ENVIRONMENTAL RESPONSE STRATEGY REFERENCES FOR COMNAVREGMIDLANT NOSC | | |
|--|---------------|-----|
| Title | Priority List | Map |
| Area Contingency Plans (ACP) | | |
| Baltimore Area Contingency Plan | | |
| Eastern Great Lakes Area Oil Pollution Contingency Plan | | |
| Virginia Coastal Area Contingency Plan | | |
| Philadelphia Area Contingency Plan | | |
| EPA Region III Inland Area Contingency Plan | | |
| Other Plans (State plans, Geographic Response Plans (GRP), etc.) | | |
| | | |
| | | |

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F.6.1 Location of Spill and Slick Movement

Since the physical and chemical properties of oil have a great effect on response operations, spill information such as specific gravity, viscosity, pour point, emulsification, etc., must be obtained, time and weathering will change these oil properties limiting response options.

Other factors may also affect the persistence of the oil in a particular environment. In general, the degree of impact, the type of shoreline sediments affected, and the level of exposure to the elements (wind, currents, waves) can greatly affect the residence time of the oil. Currents, tides, and winds must be determined to predict the movement of the spill so appropriate priorities can be made. The SSC can assist the NOSC in modeling the oil slick to determine these priorities. These measurements will also assist in the cleanup phase to determine higher priority areas.

F.6.2 Sensitive Areas Impacted

An aerial survey should be performed as soon as possible to determine the sensitive areas impacted by the spill. The best method for tracking the impacting areas is to develop a crude map. An ESI map could be used to indicate the areas with high protection priorities that have been impacted and that will not be addressed in the response phase of the spill. COMNAVREG MIDLANT NOSC (with the assistance of the SSC) should use the maps in the list of resources in Table F-8. As operations continue, a more detailed survey of the area can be performed to determine additional response priorities. This process is ongoing throughout the emergency phase; response priorities should be changed accordingly.

F.6.3 Reorganization of Priorities

Based on the survey performed by the SSC, the sensitive areas identified in the ACP and FRP not already impacted by the spill should be the focus of response and protection efforts. Those sensitive areas already impacted by the spill would be eliminated from the protection strategies. A list of response strategies with minimal ecological impact and maximum reduction of the spill impact should then be developed (see Tables F-4 through F-7).

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Appendix G
INTER-AGENCY AGREEMENTS AND GEOGRAPHIC BOUNDARIES

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INTERAGENCY AGREEMENT (IAA) BETWEEN THE UNITED STATES NAVY AND THE
UNITED STATES COAST GUARD FOR COOPERATION IN OIL SPILL CLEAN-UP
OPERATIONS AND SALVAGE OPERATIONS

I. PURPOSE: To specify for U.S. Coast Guard and U.S. Navy application:

A. Conditions and procedures under which the U. S. Coast Guard can request and the U.S. Navy will provide oil spill clean-up and/or salvage equipment and services to support the U.S. Coast Guard in non-Navy oil spills and other operations requiring salvage expertise.

B. Conditions and procedures under which the U.S. Navy can request and the U.S. Coast Guard will provide equipment and services to support the U.S. Navy in salvage operations and in response to oil spills which are caused by facilities or vessels under Navy jurisdiction.

C. Reimbursement procedures and policies.

II. BACKGROUND: The National Oil and Hazardous Substances Pollution Contingency Plan, promulgated under the authority of the Federal Water Pollution Control Act, (FWPCA) (33 USC 1251, et. seq.) confers on the Coast Guard (or the Environmental Protection Agency in designated areas) responsibility for designating Federal On-Scene Coordinators (OSC) to coordinate Federal agency resources in cleaning up any oil or hazardous substance discharged in U.S. navigable waters, the contiguous zone or waters beyond the contiguous zone up to approximately 200 miles. In addition to having the responsibility and expertise to respond promptly in cases of discharges from Navy operated or supervised ships and facilities, the Navy is also the governmental agency possessing expertise in ship salvage and salvage-related operations. The OSC, may access this expertise for the cleanup and

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control of any oil spill. The Coast Guard may also access the Navy's salvage expertise to assist during other operations conducted by the Coast Guard. Alternatively, the Navy may access the Coast Guard's expertise in oil spill control and other assets for salvage operations.

III. RESOURCES: Under the terms of this Agreement, the following resources may be provided:

A. When requested by the U.S. Coast Guard pursuant to Section V herein, the U.S. Navy will furnish to the U.S. Coast Guard the following resources consistent with availability and operational commitments as determined by the Navy:

- (1) Salvage equipment and specialized oil spill control and clean-up equipment.
- (2) Salvage, diving and oil spill control consultation, evaluation, planning and operational services.
- (3) Naval Craft, vessels and aircraft.

B. When requested by the U.S. Navy pursuant to Section VI herein the U.S. Coast Guard will furnish to the U.S. Navy the following resources consistent with availability and operational commitments as determined by the Coast Guard.

- (1) Oil spill consultation, evaluations, planning and operational services
- (2) Specialized oil spill control and clean-up equipment.
- (3) Coast Guard craft, vessels and aircraft.

IV. FEDERAL ORGANIZATION AND RESPONSIBILITIES: U.S. Navy response to U.S. Coast Guard Federal On-Scene Coordinator (OSC) requests for services and

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equipment in non-Navy oil spills will be provided in accordance with the National Contingency Plan (Part 1510, Chapter V, Title 40 CFR) and the terms of this IAA.

The Coast Guard OSC will coordinate and direct Federal oil spill control and cleanup efforts in the event of an incident in his area of responsibility. In the event that commercial resources and/or expertise are not available to carry out the required cleanup, the OSC will arrange for the use of Federal and/or State resources. Unless prearrangements have been made, the OSC will seek the assistance of the Regional Response Team in assessing the needed advice and/or resources.

U.S. Navy Salvage operations, conducted in support of other Coast Guard activities, will be coordinated by the Coast Guard On-Scene Commander or Coast Guard Officer-In-Charge of the operation, subject to the operational and technical control of the Navy Salvage Officer.

V. COAST GUARD REQUESTS FOR NAVY ASSISTANCE:

A. When local or regional interagency contingency plans contain adequate provision for identification, deployment of, and reimbursement for locally available Navy pollution control assets, OSC requests for such assets will be made through the Navy or DoD member of the RRT. The Navy (or DoD) member will have prearranged with the Navy Area Coordinator and the cognizant Navy supplier activity commander for authority to commit these resources to the OSC with the utmost expediency. It shall be the responsibility of the OSC to follow up such a request with a confirming message to the supplier activity and Navy Area Coordinator referencing the request and citing pertinent

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operational and funding information. Requests forwarded by OSCs shall include the following information:

- (1) Circumstances of the spill, e.g., location, quantity and
- (2) Extent of assistance required.

B. When adequate local activity assets are not available, or difficulties arise in arranging for their deployment and cannot be resolved on the RRT level, the matter shall be referred to the National Response Team (NRT) for resolution. Requests forwarded by RRTs shall include the information called for in V.A. above.

(1) The Coast Guard NRT representative or National Response Center (NRC) Duty Officer will relay all requests for assistance from the OSC/RRT to the Chief of Naval Operations Navy Department Duty Captain (OP-641/642) for action. (24 hour telephone: 202-695-0231). Such referrals will specify the above mentioned information relating to the conditions and circumstances of the oil spill.

(2) All Coast Guard telephonic requests for assistance referred to in paragraph (1) will be followed promptly by a documenting message from the Coast Guard. This message will reference and detail the initial OSC request and must include accounting data identification for reimbursement to the Navy of the costs identified in Section VIII of this Agreement. The message shall be addressed to CNO, Washington, D.C., Attn: OP-64/45/23/37, to CNAVMAT, Washington, D.C. Attn: MAT-044; to COMNAVSEASYSOM, Washington, D.C., Attn: NAVSEA-003; to COMNAVPACENGCOM Alexandria, VA; to CINCLANTFLT, Norfolk, VA, or CINCPACFLT, Pearl Harbor, HI., (as appropriate); and to Commandant, U.S. Coast Guard and the NRC (as appropriate). The Navy will properly document increases in the projected cost of its assistance and will so inform the OSC by message referencing the Coast Guard's message.

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C. If NAVSEASYSKOM assistance is anticipated, OSCs may, prior to formal tasking, directly communicate with NAVSEASYSKOM at 202-697-7403 (normal workday), other times 202-692-7527 for technical matters.

D. In oil spill related cases where it becomes necessary to assist the Coast Guard by mobilizing Navy forces other than Navy pollution control assets, the Coast Guard representative to the NRT or the Coast Guard NRC Duty Officer will relay requests received from the Coast Guard OSC via the NRT to the Navy Department Duty Captain (OP-641/642) outlining the specific circumstances of the request. Each request for such assistance will contain the information set forth in paragraph V.A. of this Agreement.

E. For purposes of this Agreement items are to be considered under the administrative control of the OSC from the time they are delivered for his use, whether such delivery is made at the scene of the incident or to a representative of the OSC at a location other than at the scene, through the time the item is redelivered to the Navy or its representative.

F. All Coast Guard requests for salvage assistance in other Coast Guard operations will be relayed by the appropriate Coast Guard Headquarters authority to the Navy Department Duty Captain. The requests shall include information similar to that called for in V.A. of this Agreement.

VI. NAVY REQUESTS FOR COAST GUARD ASSISTANCE:

A. Coast Guard resources will be provided, subject to their availability, to assist Naval Activities in responding to pollution discharges caused by facilities or vessels under Navy jurisdiction. Requests for such assistance shall be relayed by the Navy representative to the NRT or to the National Response Center. Reimbursement will be made in accordance with the guidelines established in Section VIII of this Agreement.

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B. Coast Guard resources will be provided, subject to their availability, to assist the Navy during salvage operations. Requests for such assistance shall be relayed by the cognizant Navy Commander to the Coast Guard Commander Atlantic Area (Acom) for resources located on the Atlantic and Gulf Coasts, and to Commander Pacific Area (Pcom) for resources located on the Pacific Coast. Reimbursement will be made in accordance with the guidelines established in Section VIII of this Agreement

C. For purposes of this Agreement items are to be considered under the administrative control of the Navy from the time they are delivered to the location and/or representative specified by the Navy, through the time the item is redelivered to the Coast Guard or its representative.

VII. LOCAL ARRANGEMENTS FOR ASSISTANCE:

Coast Guard OSC's and local Naval commands, having oil spill cleanup capabilities, are encouraged to enter into agreements for the utilization of those capabilities to respond immediately to discharges of oil occurring within, or in threatening proximity of, the waters of a U.S. Naval base or facility regardless of whether the Navy is responsible for the discharge. Wherever such agreements are reached, the Coast Guard will reimburse the Navy for Navy costs incurred in undertaking such actions as per Section VIII of this Agreement, unless it is subsequently determined that the Navy was responsible for discharge.

VIII. REIMBURSEMENT PROCEDURES AND POLICIES:

A. The Federal On-Scene Coordinator is responsible for insuring that proper cost documentation records are maintained.

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B. Navy and Coast Guard activities providing advice and assistance are responsible for providing OSCs with supporting documentation for cost accounting.

C. Navy and Coast Guard activities providing assistance in support of the cleanup operation as requested by an OSC are entitled to reimbursement for the following items:

- (1) Travel, per diem, and overtime costs for personnel.
- (2) Rental costs, as approved by the parent agency, for nonexpendable equipment provided.
- (3) Replacement costs for expendable materials provided and utilized
- (4) Replacement or repair costs for nonexpendable equipment which is damaged while under the administrative control of the OSC.
- (5) Transportation costs incurred in delivering items to and from the scene.
- (6) Incremental operating and contract costs incurred as a result of providing assistance to OSCs.

D. Normal salary costs of government employees in positions that are not normally intended to provide services in support of response operations are reimbursable. Salaries of reserve personnel called on active duty specifically to assist in a Federal response activity are reimbursable.

E. The fiscal agent for the U.S. Coast Guard will be the Comptroller of the cognizant Coast Guard District.

F. The fiscal agent for the U.S. Navy under Section V. A. of this Agreement will be the local activity Commanding Officer, and under V. B. will be the Commander, Naval Sea Systems Command (NAVSEA-01), Washington, D.C. 20362.

G. Subject to the Coast Guard's ultimate collection responsibility for services and operations provided by the Navy under this agreement, NAVSEA-01

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or the local activity, depending on the applicability of V.A. or V.B., shall be responsible for making collections from the Coast Guard and shall make appropriate disbursements or transfer of funds within the respective Navy organizations.

H. Paragraphs A through G above apply only to the reimbursement of costs to the Navy in connection with FWPCA response actions. Paragraphs E and F apply to all reimbursements covered by this Agreement. Normal accounting procedures (interagency transfers) apply (1) to reimbursements not related to FWPCA response actions, and (2) to reimbursements to the Coast Guard for the use of their equipment and services in a FWPCA response action conducted by the Navy.

IX. NOTIFICATION: The terms of this Agreement, amplified as necessary to provide detailed guidance and procedures for reimbursement, will be promulgated to components of the Coast Guard and the Navy.

Approved: _____

J. P. Stewart
J. P. STEWART
Chief of Staff

8-13-80

Date

Approved: _____

W. J. Cowhill
W. J. COWHILL
Vice Admiral, U. S. Navy
Deputy Chief of Naval
Operations (Logistics)

9/15/80

Date

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U.S. NOSC Areas of Responsibility

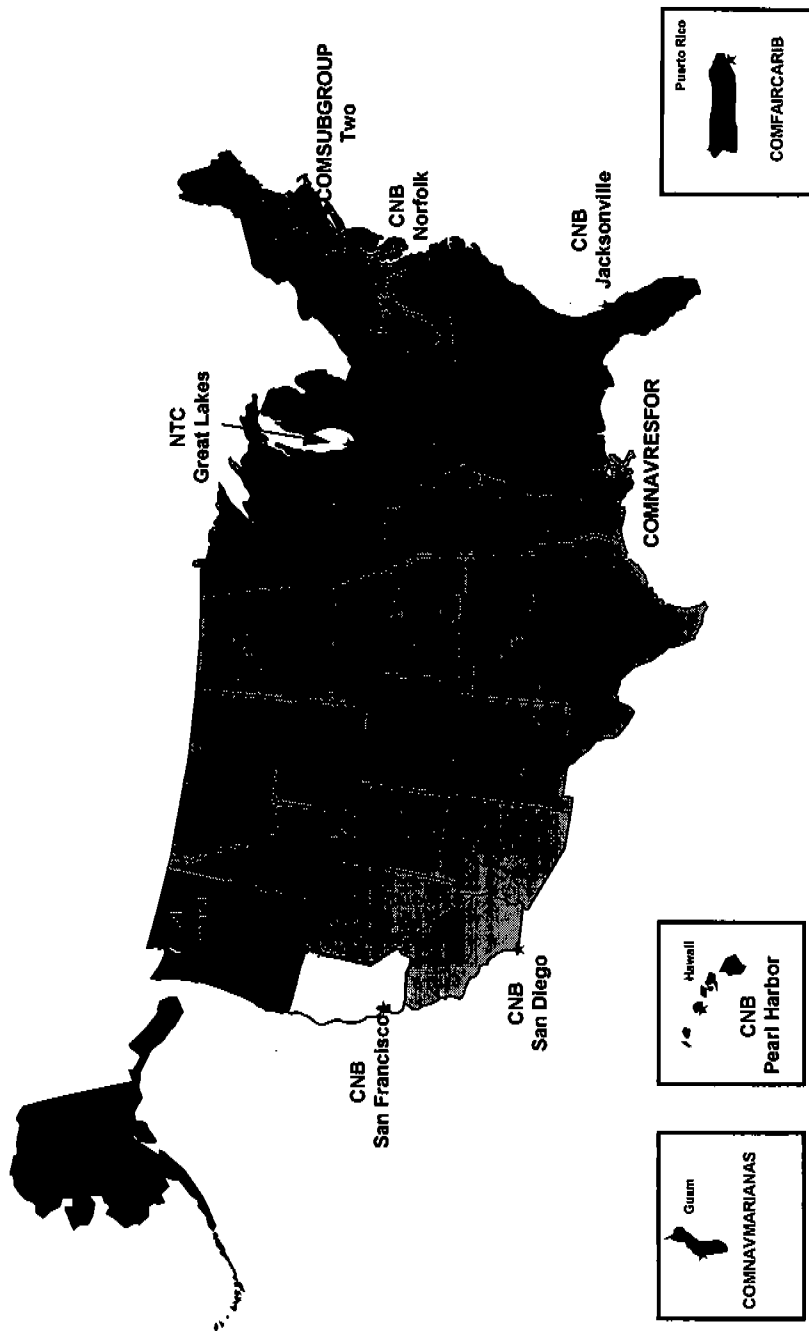


Figure G.1

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EPA Regions



| | | | | | | | | | |
|--|---|--|---|--|--|---|--|---|--|
| Region I Maine New Hampshire Vermont Rhode Island Connecticut Massachusetts | Region II New York New Jersey Puerto Rico Virgin Islands | Region III Pennsylvania West Virginia Virginia Maryland Delaware | Region IV Kentucky Tennessee North Carolina South Carolina Georgia Alabama Mississippi Florida | Region V Illinois Indiana Ohio Michigan Wisconsin Minnesota | Region VI New Mexico Oklahoma Texas Arkansas Louisiana | Region VII Nebraska Iowa Kansas Missouri | Region VIII Montana North Dakota South Dakota Wyoming Utah Colorado | Region IX California Arizona Nevada Hawaii Guam | Region X Washington Oregon Idaho Alaska |
|--|---|--|---|--|--|---|--|---|--|

Figure G.2

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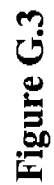
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October 2001

**USCG
COTP Zone Boundaries
Figure 1**



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EPA -- U.S. Coast Guard Boundary Agreements

(Refer to appropriate Area Contingency Plan for each USCG Marine
Safety Office.)

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Appendix H
HAZARD ANALYSIS - OIL AND HAZARDOUS SUBSTANCES

H.1 INTRODUCTION

An analysis of the oil and hazardous substance (OHS) hazards present in the COMNAVREG MIDLANT area of responsibility (AOR) is an important part of response planning for OHS spills and releases. This contingency plan addresses potential OHS discharges or releases that are beyond the response capabilities of assigned FICs or that are directly under the jurisdiction of COMNAVREG MIDLANT. This appendix identifies:

- The major OHS hazards that have the potential for injuring human life or for damaging fish and wildlife and sensitive environments, including economically sensitive areas;
- The vulnerabilities of human life, fish and wildlife, and sensitive environments to injury or damage from OHS spills and releases;
- The risks posed to human life, fish and wildlife, and sensitive environments.

The information in this appendix is based primarily on the hazard analyses described in the facility response plans and other OHS contingency plans developed by Navy facilities and activities in the area of responsibility. Fish and wildlife and sensitive environment information in this plan and in facility response plans comply with applicable ACPs.

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H.2 OIL HAZARD ANALYSIS

Table H-1 summarizes the analysis of the major oil hazards in the area of operations.

| Table H-1 OIL HAZARD ANALYSIS (facility or activity) | |
|---|--|
| Hazard Identification | |
| Type(s) and Properties of Oil: Location and Operation: Quantities Stored/Transferred: Worst Case Discharge Volume(s): | |
| Vulnerability Analysis | |
| Vulnerable Area/Distance: Vulnerable Population Within Area/Distance: Vulnerable Fish and Wildlife and Sensitive Environments Within Area/Distance: Vulnerable Private and Public Property Within Area/Distance: | |
| Risk Analysis | |
| Probability of Hazard Occurrence (Describe as low, medium or high): Consequences of Exposing People to Hazard: Consequences of Exposing Fish and Wildlife and Sensitive Environments to Hazard: Consequences of Exposing Property to Hazard: Probability of Chain Reaction or Simultaneous Emergencies (Describe as low, medium or high): Other Factors Increasing Risk: | |

Refer to appropriate Facility Response Plan for information.

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H.3 HAZARDOUS SUBSTANCE HAZARD ANALYSIS

Table H-2 summarizes the analysis of the major HS hazards in the area of responsibility.

| Table H-2 HS HAZARD ANALYSIS (facility or activity) |
|---|
| Hazard Identification |
| Type(s) and Properties of Chemical: Location and Operation: Quantities Stored, Used or Processed: |
| Vulnerability Analysis |
| Vulnerable Zone: Vulnerable Population Within Area/Distance: Vulnerable Fish and Wildlife and Sensitive Environments Within Area/Distance: Vulnerable Private and Public Property Within Area/Distance: |
| Risk Analysis |
| Probability of Hazard Occurrence (Describe as low, medium or high): Consequences of Exposing People to Hazard: Consequences of Exposing Fish and Wildlife and Sensitive Environments to Hazard: Consequences of Exposing Property to Hazard: Probability of Chain Reaction or Simultaneous Emergencies (Describe as low, medium or high): Other Factors Increasing Risk: |

Refer to appropriate Facility Response Plan for information.

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Appendix I
WORST CASE DISCHARGE SCENARIOS

See relevant Facility Response Plan for Worst Case Discharge Scenarios.

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Appendix J
SOP FOR HAZARDOUS SUBSTANCES RELEASES

J.1 GENERIC RESPONSE GUIDELINES AND FACILITY RESPONSE PLANS

This Appendix includes generic responses to hazardous substances releases. Facilities will incorporate these procedures as applicable in facility response plans and ensure that response actions for specific hazardous substance use and storage sites are developed.

Generic response guidance should be provided for each hazard class that is stored or used on a facility. This Appendix contains examples of generic hazardous substance responses for each Department of Transportation hazard class. The generic responses include:

- Potential Hazards;
- Emergency Actions for fire and spill or leak;
- Emergency First Aid.

The generic responses should also include an indication of the level of Personal Protective Equipment (PPE) to be used. However, it is always recommended that the spilled/released hazardous substance be identified in order to select the correct response methods/PPE.

The Site-specific response plans must include:

- Information for immediate reporting of the HS/release including the names of emergency coordinators;
- Fire safety plan, including:
 - List of site fire equipment and location;
 - Building construction/activity description;
- Site hazardous substance inventory or the location of and the POC for readily obtaining the inventory in an emergency;
- Probable spill route;
- Onsite spill response equipment;
- Safe refuge;
- Site diagram.

A general drawing should be included that indicates the location of each site with a site-specific plan.

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J.2 GENERIC RESPONSES TO HAZARDOUS SUBSTANCE INCIDENTS

The following generic responses to hazardous substance release incidents can assist emergency responders in making decisions, but the emergency responders cannot consider these generic response guidelines to be a substitute for their knowledge or judgment. This distinction is important since the recommendations in the guidelines are those most likely to apply in a majority of cases but may not be adequate or applicable in all cases. These guidelines were designed primarily for use at hazardous substance release incidents occurring on a highway or a railroad. The guidelines will, with certain limitations, be useful in handling incidents in other modes of transportation and at transportation facilities such as terminals and warehouses.

As an emergency responder at the scene of a hazardous substance incident, seek additional and more specific information about any material in question as soon as possible. These guidelines are not intended for use during the cleanup phase of spilled materials, nor should they be used to determine compliance with any regulations. Become familiar with these guidelines before you actually need to use them in an emergency response situation. To obtain additional assistance for the most effective handling of a hazardous substance incident call, as soon as possible, **CHEMTREC at (800) 424-3900.**

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EXPLOSIVES AND BLASTING AGENTS: UN Class 1.1, 1.2, 1.3, 1.5, or 1.6

POTENTIAL HAZARDS: May explode and throw fragments 1 mile or more if fire reaches explosives. Fire may produce irritating or poisonous gases.

EMERGENCY ACTION

Fire

DO NOT FIGHT A FIRE IF IT HAS REACHED THE EXPLOSIVE CARGO COMPARTMENT. WITHDRAW AND LET THE FIRE BURN.

If you know or suspect that heavily-encased explosives, such as bombs or artillery projectiles are involved, stop all traffic and begin to evacuate all persons, including emergency responders, from the area in all directions for 5000 feet (1 mile) for rail cars or 4000 feet ($\frac{3}{4}$ mile) for tractor/trailer. When heavily-encased explosives are not involved, evacuate the area for 2500 feet ($\frac{1}{2}$ mile) in all directions.

Positive pressure, self-contained breathing apparatus (SCBA) and structural firefighter's protective clothing will provide limited protection.

Try to prevent fire from reaching the explosive cargo compartment. Flood the compartment/area with water. If no water is available use CO₂, dry chemical, or soil.

Promptly isolate the scene by removing all persons from the vicinity of the incident if there is a fire. First, move people out of line-of-sight of the scene and away from windows. Then obtain more information and specific guidance from competent authorities listed on the shipping papers.

Spill or Leak

Shut off ignition sources; no flares, smoking or open flames are permitted in the hazard area. Do not touch or walk through any spilled material.

First Aid

Call emergency medical care.
Use first aid treatment according to the nature of the injury.

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EXPLOSIVES: UN Class 1.4

POTENTIAL HAZARDS: May explode and throw fragments 1 mile or more if fire reaches explosives. Fire may produce irritating or poisonous gases.

EMERGENCY ACTION

Fire

DO NOT FIGHT A FIRE IF IT HAS REACHED THE EXPLOSIVE CARGO COMPARTMENT. WITHDRAW AND LET THE FIRE BURN.

Stop all traffic and begin to evacuate all persons, including emergency responders, from the area for 1500 feet (1/4 mile) in all directions.

Positive pressure, self-contained breathing apparatus (SCBA) and structural firefighter's protective clothing will provide limited protection.

Try to prevent fire from reaching the explosive cargo compartment. Flood the compartment/area with water. If no water is available use CO2, dry chemical, or soil.

Promptly isolate the scene by removing all persons from the vicinity of the incident if there is a fire. First, move people out of line-of-sight of the scene and away from windows. Then obtain more information and specific guidance from competent authorities listed on the shipping papers.

Spill or Leak

Shut off ignition sources; no flares, smoking or open flames are permitted in the hazard area. Do not touch or walk through any spilled material.

First Aid

Call emergency medical care.
Use first aid treatment according to the nature of the injury.

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FLAMMABLE COMPRESSED GASES: UN Class 2.1

POTENTIAL HAZARDS: Extremely flammable; may be ignited by heat, sparks, or flames. Vapors may travel to a source of ignition and flash back to the container. Container may explode in due to heat from a fire. Gases present a vapor explosion hazard indoors, outdoors, and in sewers.

Vapors may cause dizziness or suffocation. Contact of gas on skin will cause severe frostbite. Fire may produce irritating or poisonous gases.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind, out of low areas, and ventilate closed spaces before entering. Positive pressure, self-contained breathing apparatus and structural firefighter's protective clothing will provide limited protection.

Isolate the area for ½ mile in all directions if a tank, rail car, or tank truck is involved in a fire.

Let a tank, tank car or tank truck burn unless the gas leak can be stopped without endangering personnel. With smaller tanks or cylinders, extinguish fire/isolate container from other flammable materials.

Use dry chemicals or CO₂ to extinguish small fires and water spray or fog for large fires.

Move gas containers away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn. Withdraw immediately in case of a rising sound from venting safety devices or upon any discoloration of the tank due to exposure to the fire.

Spill or Leak

Shut off ignition sources; no flares, smoking or open flames are permitted in the hazard area. Do not touch or walk through any

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spilled material. Stop the leak if this can be done without endangering personnel.

First Aid

Move the victim to fresh air and call emergency medical care. If the victim is not breathing, give artificial respiration. If the victim's breathing is difficult, give oxygen (if qualified to perform this procedure). In case of frostbite, thaw the victim's frosted parts with water. Keep the victim quiet and maintain normal body temperature.

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NON-FLAMMABLE, NON-TOXIC COMPRESSED GASES □ UN Class 2.2

POTENTIAL HAZARDS

Cylinders may explode in a fire.

Vapors may cause dizziness or suffocation. Contact of gas on skin will cause severe frostbite.

Emergency Action

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind, out of low areas, and ventilate closed spaces before entering. Positive pressure, self-contained breathing apparatus and structural firefighter's protective clothing will provide limited protection.

Isolate the area for ½ mile in all directions if a tank, rail car, or tank truck is involved in a fire.

Use dry chemicals or CO₂ to extinguish small fires and water spray or fog for large fires.

Move gas containers away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn. Withdraw immediately in case of a rising sound from venting safety devices or upon any discoloration of the tank due to exposure to the fire.

Spill or Leak

Do not touch or walk through any spilled material. Stop the leak if this can be done without endangering personnel.

First Aid

Move the victim to fresh air and call emergency medical care. If the victim is not breathing, give artificial respiration. If the victim's breathing is difficult, give oxygen (if qualified to perform this procedure). In case of frostbite, thaw the victim's

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frosted parts with water. Keep the victim quiet and maintain normal body temperature.

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POISONOUS COMPRESSED GASES: UN Class 2.3

POTENTIAL HAZARDS

Poisonous; may be fatal if inhaled or absorbed through the skin. Contact with the gas may cause burns to the skin and eyes. Contact with liquefied gas will cause frostbite. Any clothing that is frozen to the skin should be thawed before attempting to remove it. Runoff from fire control or dilution water may cause pollution.

Some of these materials may burn, but none of them ignites readily. Cylinders may explode in a fire.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind, out of low areas, and ventilate closed spaces before entering. Positive pressure, self-contained breathing apparatus and chemical protective clothing that is specifically recommended by the shipper or manufacturer may be worn. The protective clothing may provide little or no thermal protection. Structural firefighter's protective clothing is **NOT** effective for these materials.

Isolate the area the immediate area and all adjacent down wind buildings/structures. Contact the manufacturer or MSDS to determine the size of the isolation zone. Use dry chemicals or CO₂ to extinguish small fires and water spray, fog, or regular foam for large fires. Do not get water inside containers.

Move gas containers away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn. Withdraw immediately in case of a rising sound from venting safety devices or upon any discoloration of the tank due to exposure to the fire.

Isolate the fire area until all of the gas has dispersed.

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Spill or Leak

Do not touch or walk through any spilled material. Stop the leak if this can be done without endangering personnel. Fully-encapsulating, vapor-protective clothing should be worn for spills and leaks with no fire. Use water spray to reduce vapor. **Do not put water directly on leak or spill area.**

First Aid

Move the victim to fresh air and call emergency medical care. If the victim is not breathing, give artificial respiration. If the victim's breathing is difficult, give oxygen (if qualified to perform this procedure). In case of contact with material, immediately flush skin or eyes with running water for at least 15 minutes. In case of frostbite, thaw the victim's frosted parts with water. Keep the victim quiet and maintain normal body temperature. Effects may be delayed. Keep the victim under observation.

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FLAMMABLE LIQUIDS: UN Class 3

POTENTIAL HAZARDS

Flammable and combustible liquids that may be ignited by heat, sparks, or flames. Vapors may travel to a source of ignition and flash back. Containers may explode in the heat of a fire. Liquids present a vapor explosion hazard indoors, outdoors or in sewers. Runoff to sewer may create a fire or explosion hazard.

Some of these materials may be poisonous if the vapors are inhaled or the liquid is absorbed through the skin. Vapors may cause dizziness or suffocation. Contact with the liquid may irritate or burn the skin and eyes. Fire may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind, out of low areas, and ventilate closed spaces before entering. Positive pressure, self-contained breathing apparatus and structural firefighter's protective clothing will provide limited protection.

Isolate the area for ½ mile in all directions if a tank, rail car, or tank truck is involved in a fire.

Use dry chemicals, CO₂, water spray, or regular foam to extinguish small fires and water spray, fog, or regular foam for large fires.

Move liquid containers away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn. Withdraw immediately in case of a rising sound from venting safety devices or upon any discoloration of the tank due to exposure to the fire.

Spill or Leak

Shut off ignition sources; no flares, smoking or open flames are permitted in the hazard area. Do not touch or walk through any spilled material. Stop the leak if this can be done without

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endangering personnel. Absorb small spills with sand or other noncombustible absorbent material and place into containers for later disposal. Dike far ahead of a large spill and collect the liquid for later disposal.

First Aid

Move the victim to fresh air and call emergency medical care. If the victim is not breathing, give artificial respiration. If the victim's breathing is difficult, give oxygen (if qualified to perform this procedure). In case of contact with a liquid, immediately flush eyes with running water for at least 15 minutes. Wash skin with soap and water. Remove and isolate contaminated clothing and shoes.

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FLAMMABLE SOLIDS: UN Class 4.1

POTENTIAL HAZARDS

Flammable and combustible solids that may be ignited by heat, sparks, or flames. Materials may burn rapidly with flare-burning effect.

Fire may produce irritating or poisonous gases. Contact with these materials may cause burns to the skin and eyes. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighter's protective clothing will provide limited protection.

Use dry chemicals, sand, soil, water spray, or regular foam to extinguish small fires and water spray, fog, or regular foam for large fires.

Move containers of solid materials away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire for in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn. Withdraw immediately in case of a rising sound from venting safety devices or upon any discoloration of the tank due to exposure to the fire.

Use dry sand, Met-L-X® powder or G-1 graphite powder to extinguish fires involving magnesium.

Spill or Leak

Shut off ignition sources; no flares, smoking or open flames are permitted in the hazard area. Do not touch or walk through any spilled material. Recover spilled material with a clean shovel and place into a clean, dry container. Cover the container loosely and store for disposal.

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First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with running water for at least 15 minutes. Removal of solidified molten material from skin requires medical assistance. Remove and isolate contaminated clothing and shoes.

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SPONTANEOUSLY COMBUSTIBLE MATERIAL: UN Class 4.2

POTENTIAL HAZARDS

Materials are poisonous if swallowed. Inhalation of dust from these materials is poisonous.

Fire may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

ONLY USE WATER to extinguish fires involving these materials. For large fires, flood the fire area with water from a distance.

Move containers of these materials away from the fire area if this can be done without endangering personnel. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles. If this is impossible, withdraw from the area and let the fire burn.

Spill or Leak

Do not touch or walk through any spilled material. Keep combustibles (wood, paper, oil, etc.) away from the spilled material. Recover spilled material with a clean shovel and place into a clean, dry container. Cover the container loosely and store for disposal.

First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with running water for at least 15 minutes. Remove and isolate contaminated clothing and shoes.

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DANGEROUS WHEN WET MATERIALS: UN Class 4.3

POTENTIAL HAZARDS

Materials may ignite if exposed to air. The material may re-ignite after the fire is extinguished. Materials may ignite in the presence of moisture. A violent reaction may occur if exposed to water. The reaction may produce flammable gas. Runoff to the sewer may create a fire or explosion hazard. Materials may be poisonous if inhaled. Contact of the material to the skin and eyes may cause burns. Fire may produce irritating or poisonous gases.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

DO NOT USE WATER or FOAM to extinguish fires involving these materials. Use dry chemical, soda ash, lime or sand to extinguish small fires. Withdraw from an area involving a large fire of this type of material and let the fire burn.

Use dry sand, Lith-X® powder or G-1 graphite powder to extinguish fires involving lithium.

Move containers away from the fire area if this can be accomplished without endangering personnel.

Spill or Leak

Shut off ignition sources, no flares, smoking, or flames are permitted in the hazard area. Do not touch or walk through any spilled material. Recover spilled material with a clean shovel and place into a clean, dry container. Cover the container loosely and store for disposal. If the spill is a liquid, absorb with sand or other noncombustible material and place into containers for later disposal.

First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with

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running water for at least 15 minutes. Remove and isolate
contaminated clothing and shoes.

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OXIDIZING MATERIALS: UN Class 5.1

POTENTIAL HAZARDS

These materials may ignite other combustible materials (wood, paper, oil, etc.). These materials will accelerate burning when they are involved in a fire. Some of these materials will react violently with fuels. Runoff into a sewer may create a fire or explosion hazard. Contact between these materials and the skin and eyes may cause burns. Vapors and dusts from these materials may be irritating. Fires involving these materials may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

USE ONLY WATER to extinguish small fires involving these materials. Flood a large fire area with large quantities of water. Water should be applied to large fires from a distance. Move containers from the fire area if this can be accomplished without endangering personnel. Apply cooling water to the sides of containers that are exposed to flames until well after the fire is out. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles to fight the fire. If this can not be done, withdraw from the area involving the fire and let the fire burn.

Spill or Leak

Do not touch or walk through any spilled material. Keep combustible materials (wood, paper, oil, etc.) away from the area. Recover spilled material with a clean shovel and place into a clean, dry container. Cover the container loosely and store for disposal. If the spill is a liquid, absorb with sand or other noncombustible material and place into containers for later disposal.

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First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with running water for at least 15 minutes. Remove and isolate contaminated clothing and shoes.

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ORGANIC PEROXIDES: UN Class 5.2

POTENTIAL HAZARDS

These materials may self-ignite if exposed to air. These materials may be ignited by heat, sparks, or flames. Organic peroxides burn rapidly with a flare-like burning effect. These materials may explode from heat, contamination, or loss of temperature. Contact between these materials and skin and eyes may cause burns. Fires involving these materials may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

USE ONLY WATER, CO₂, water spray, or regular foal to extinguish small fires involving these materials. Flood a large fire area with large quantities of water. Water should be applied to large fires from a distance. For a massive fire in a cargo area, use unmanned hose holders or monitor nozzles to fight the fire. If this cannot be done, withdraw from the area involving the fire and let the fire burn.

Spill or Leak

Do not touch or walk through any spilled material. Keep combustible materials (wood, paper, oil, etc.) away from the area. Absorb spilled material with sand or other noncombustible material. Move containers from the spill area.

First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with running water for at least 15 minutes. Wash contaminated skin with soap and water. Remove and isolate contaminated clothing and shoes. Keep victim quiet and maintain normal body temperature.

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POISONOUS LIQUIDS: UN Class 6.1

POTENTIAL HAZARDS

These materials are poisonous. They may be fatal if inhaled, ingested, or absorbed through the skin. Contact between these materials and skin and eyes may cause burns. Contact with some of these liquids may cause frostbite. Clothing that is frozen to the skin should be thawed before being removed. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and chemical protective clothing which is specifically recommended by the shipper or manufacturer may be worn. This protective clothing will provide little or no thermal protection. Structural firefighters' protective clothing is **NOT EFFECTIVE** for these materials. Isolate the leak or spill area immediately for at least 150 feet in all directions. An larger area may need to be isolated. Consult the shipper or manufacturer to assist in making this determination.

Use dry chemical or CO₂ to extinguish small fires involving these materials. Use water spray, fog, or regular foam on larger fires. **DO NOT GET WATER INSIDE OF CONTAINERS.** Move containers away from the fire area if this can be accomplished without endangering personnel. Apply cooling water to the sides of containers that are exposed to flames until well after the fire is out. Stay away from the ends of tanks.

Spill or Leak

Stop the leak if this can be accomplished without endangering personnel. Do not touch or walk through any spilled material. Fully-encapsulating, vapor-protective clothing should be worn for spills and leaks when no fire is involved. Use water spray to reduce vapors, but **do not** put water directly on the leak or spill area. Flush the area with flooding amounts of water. Dike the area far ahead of the liquid spill and contain for later disposal. Do not get water inside the poisonous liquid container. Isolate the area until all vapors have dispersed.

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First Aid

Move the victim to fresh air and call emergency medical care. If the victim is not breathing, provide artificial respiration. If the victim's breathing is difficult, provide oxygen (if qualified to administer this procedure). In case of contact with the material, immediately flush skin and eyes with running water for at least 15 minutes. Remove and isolate contaminated clothing and shoes.

Keep victim quiet and maintain normal body temperature. Effects of exposure to these materials may be delayed, therefore, keep the victim under observation.

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POISONOUS SOLIDS: UN Class 6.1

POTENTIAL HAZARDS

These materials are poisonous if swallowed or dusts are inhaled. Contact with some of these liquids may cause frostbite. Fires involving these materials may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution. Some of these materials may burn, but none of them ignites readily.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry. Stay upwind and keep out of low areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

Use dry chemical, CO₂, water spray, or regular foam to extinguish small fires involving these materials. Use water spray, fog, or regular foam on larger fires. Move containers away from the fire area if this can be accomplished without endangering personnel.

Spill or Leak

Do not touch or walk through any spilled material. Stop the leak if this can be accomplished without endangering personnel. Use a clean shovel to recover spilled material. Place recovered material into a clean, dry container, cover loosely, and store for later disposal.

First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush skin and eyes with running water for at least 15 minutes. Remove and isolate contaminated clothing and shoes.

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INFECTIOUS SUBSTANCES: UN Class 6.2

POTENTIAL HAZARDS

These materials may be ignited if the carrier liquid is flammable. Contact with these materials may cause infection and disease. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Fire

Keep unnecessary people away; isolate hazard area and deny entry.

Use dry chemical, soda ash, lime or sand to extinguish fires involving these materials. Move containers away from the fire area if this can be accomplished without endangering personnel.

Spill or Leak

Damage to the outer container may not affect the primary inner container. If the inner container is damaged or leaking, cover the container with a damp towel or rag and keep wet with liquid bleach. Dike and contain all liquids for later disposal. **DO NOT APPLY WATER** to these materials unless directed to do so by the shipper or manufacturer. Cleanup only under the supervision of an expert (person knowledgeable about the specific material).

First Aid

Move the victim to fresh air and call emergency medical care. In case of contact with the material, immediately flush eyes with running water for at least 15 minutes. Wash affected skin areas with soap and water. Remove and isolate contaminated clothing and shoes.

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RADIOACTIVE MATERIALS: UN Class 7

POTENTIAL HAZARDS

There is external radiation hazard from unshielded radioactive material and an internal radiation hazard from inhalation, ingestion or entry of radioactive material through breaks in the skin. The degree of hazard associated with radioactive material will vary greatly depending on the type and quantity of radioactive material present and the type of packaging used. Materials in Special Form or in Type B packaging are not expected to cause contamination in the event of an accident. Some radioactive materials cannot be detected by commonly available instruments. Some of these materials may burn, but none of them ignites readily. Radioactivity does not change flammability or other properties of the materials. Runoff from fire control or dilution water may cause pollution.

EMERGENCY ACTION

Keep unnecessary people at least 150 feet upwind of the spill. Greater distances may be necessary for people downwind or if advised by radiation specialists. Isolate the hazard area and deny entry. Response actions may be performed prior to any measurement of radiation, but entry to the incident site must be limited to as short a time as possible. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection. Notify the National Response Center of the accident as soon as possible.

Fire

Use dry chemical, CO₂, water spray or regular foam to extinguish small fires. Large fires should be extinguished using water spray or fog in flooding amounts. For massive fires in cargo areas, use unmanned hose holders or monitor nozzles to fight the fire.

Spill or Leak

DO NOT TOUCH DAMAGED CONTAINERS OR SPILLER MATERIALS. Damage to outer containers may not affect primary inner container. Use sand, soil, or other noncombustible materials to absorb spilled materials.

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First Aid

Use first aid treatment according to the nature of the injury. Remove and isolate contaminated clothing and shoes if this can be accomplished without affecting the injury. Wrap the victim in a sheet or blanket before transporting. If there is no injury, remove and isolate contaminated clothing and shoes and have the victim shower with soap and water. Advise medical personnel that the victim may be contaminated with radioactive material.

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CORROSIVE MATERIALS: UN Class 8

POTENTIAL HAZARDS

Contact with these materials causes burns to the skin and eyes. Vapors from these materials may be harmful if inhaled. Fire may produce irritating or poisonous gases. Runoff from fire control or dilution water may cause pollution. Some of these materials may burn, but none of them ignites readily. Flammable/poisonous gases may accumulate in tanks and hopper cars. Some of these materials may ignite combustible materials (wood, paper, oil, etc.).

EMERGENCY ACTION

Keep unnecessary people away from the spill, isolate the area, and deny entry to the spill site. Stay upwind and keep out of low lying areas. Positive pressure, self-contained breathing apparatus and structural firefighters' protective clothing will provide limited protection.

Fire

Some of these materials may react violently with water. Use dry chemical, CO₂, water spray or regular foam to extinguish a small fire. Use water spray, fog, or regular foam to extinguish large fires. Apply cooling water to sides of containers that are exposed to flames until well after the fire is out. Stay away from the end of tanks.

Spill or Leak

Do not touch or walk through spilled materials. Stop the leak if this can be accomplished without endangering personnel. Use sand or other noncombustible absorbent material to recover spilled material. Place recovered material into clean, dry containers and cover loosely. Dike far ahead of the liquid in large spills and contain the liquid for later disposal.

First Aid

Move the victim to fresh air. Call for emergency assistance immediately. In case of contact with spilled materials, immediately flush skin or eyes with running water for at least 15 minutes. Remove and isolate all contaminated clothing and shoes. Keep the victim quiet and maintain normal body temperature. normal body temperature.

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J.3 HAZARDOUS CHEMICALS CLASSIFIED ACCORDING TO P/C/D CATEGORY

Note: ⌘ Denotes the most commonplace hazardous substances in Navy workplaces.

Category IVF: Insoluble volatile floater -- material lighter than water with a vapor pressure greater than 20mmHg and a solubility of less than 1000 ppm, or materials with vapor pressure greater than 0mmHg and solubility less than 10,000 ppm.

| Table J-3 INSOLUBLE VOLATILE FLOATER | |
|---|-----------------------|
| Allyl chloride | Methyl mercaptan |
| ⌘ Benzene | ⌘ Methyl methacrylate |
| Cyclohexane | ⌘ Styrene |
| Isoprene | ⌘ Toluene |

Category INF: Insoluble nonvolatile floater -- material lighter than water with vapor pressure less than 10mmHG and solubility less than 1000 ppm.

| Table J-4 INSOLUBLE NONVOLATILE FLOATER | | |
|--|----------|-----------------|
| ⌘ Amyl acetate | ⌘ Xylene | ⌘ Ethyl benzene |

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Category IS: Insoluble sinker -- material heavier than water and solubility less than 1000 ppm.

| Table J-5 INSOLUBLE SINKER | |
|-------------------------------|-----------------------------|
| Aldrin | Lead thiosulfate |
| Arsenic disulfide | Lead tungstate |
| Benzyl chloride | Methoxychlor |
| Calcium arsenate | Methyl parathion |
| Chlorobenzene | ⊗ Naled |
| Chloroform | Naphthalene |
| ⊗ Chromous chloride | Nickel hydroxide |
| Cupric acetoarsenite | Parathion |
| Cupric oxalate | ⊗ Pentachlorophenol |
| Cupric tartrate | Phosphorus |
| Cuprous bromide | ⊗ Polychlorinated biphenyls |
| ⊗ 2,4-D acid | Strontium chromate |
| ⊗ 2,4-D esters | Strychnine |
| ⊗ Diaxinon | 2,4,5-T acid |
| EDTA | 2,4,5-T esters |
| Guthion | TDE |
| Heptachlor | Tetraethyl lead |
| Kelthane | Toxaphene |
| Lead arsenate | Trichlorophenol |
| Lead fluoride | Uranium peroxide |
| Lead iodide | Zinc carbonate |
| Lead sulfate | Zinc cyanide |
| Lead sulfide | Zinc phosphide |
| Lead thiocyanate | Zinc potassium chromate |

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Category SM: Soluble mixers -- solid substances that have a solubility greater than 1000 grams per liter of water.

| Table J-6 SOLUBLE MIXERS | |
|-----------------------------|---------------------------|
| Ammonium acetate | Lithium bichromate |
| Ammonium sulfamate | Lithium chromate |
| Ammonium thiocyanate | Potassium hydroxide |
| Ammonium thiosulfate | Sodium bichromate |
| Calcium hypochloride | Sodium hypochlorite |
| Calcium oxide | Sodium phosphate, dibasic |
| ⊗ Chromic Acid | |

Category P: Precipitator -- salts that dissociate or hydrolyze in water with subsequent precipitation of toxic ion.

| Table J-7 PRECIPITATORS | | |
|-------------------------------|---------------------------|--------------------|
| Aluminum fluoride | Cupric Nitrate | Nickel sulfate |
| Aluminum sulfate | Cupric subacetate | Potassium arsenate |
| ⊗ Antimony pentachloride | Cupric sulfate | Potassium arsenite |
| ⊗ Antimony pentafluoride | Cupric sulfate ammoniated | Uranyl acetate |
| ⊗ Antimony potassium tartrate | Ferric ammonium citrate | Uranyl nitrate |
| ⊗ Antimony tribromide | Ferric ammonium oxalate | Uranyl sulfate |
| ⊗ Antimony trichloride | Ferric chloride | Vanadium pentoxide |
| ⊗ Antimony trifluoride | Ferric fluoride | Vanadium sulfate |

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Table J-7
PRECIPITATORS

| | | |
|---------------------|--------------------------|------------------------------|
| Antimony trioxide | Ferric nitrate | Zinc acetate |
| Arsenic acid | Ferric sulfate | Zinc ammonium chloride |
| Arsenic pentoxide | Ferrous ammonium sulfate | Zinc bichromate |
| Arsenic trichloride | Ferrous chloride | Zinc borate |
| Arsenic trioxide | Ferrous sulfate | Zinc bromide |
| Beryllium chloride | Lead acetate | Zinc chloride |
| Beryllium fluoride | Lead chloride | Zinc fluoride |
| Beryllium nitrate | Lead fluoborate | Zinc formate |
| Cadmium bromide | Lead nitrate | Zinc hydrosulfide |
| Cadmium fluoride | Lead stearate | Zinc nitrate |
| Calcium fluoride | Lead tetracetate | Zinc phenolsulfonate |
| Cobaltous bromide | Mercuric acetate | Zinc siliconfluoride |
| Cobaltous fluoride | Mercuric cyanide | Zinc sulfate |
| Cobaltous formate | Mercuric nitrate | Zinc sulfate, monohydrate |
| Cobaltous sulfamate | Mercuric sulfate | Zirconium acetate |
| Cupric acetate | Mercurous nitrate | Zirconium nitrate |
| Cupric chloride | Nickel ammonium sulfate | Zirconium oxychloride |
| Cupric formate | Nickel chloride | Zirconium potassium fluoride |
| Cupric glycinate | Nickel formate | Zirconium sulfate |
| Cupric lactate | Nickel nitrate | Zirconium tetrachloride |

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Category SF: Soluble floaters -- material lighter than water and of a solubility greater than 1000 ppm.

| Table J-8 SOLUBLE FLOATERS | |
|-------------------------------|------------------|
| Acetic anhydride | Diethylamine |
| Acetone cyanohydrin | Dimethylamine |
| Acrolein | Ethylenediamine |
| Acrylonitrile | Maleic anhydride |
| Adiponitrile | ⊗ Monoethylamine |
| ⊗ Ammonia | ⊗ Trimethylamine |
| ⊗ Butyl acetate | Vinyl acetate |
| ⊗ Chlorine | |

Category M: Miscible -- liquids that are free to mix with water in any proportion.

| Table J-9 MISCIBLES | | |
|------------------------|---------------------|--------------------------|
| Acetaldehyde | Formic acid | ⊗ Phosphoric acid |
| ⊗ Acetic acid | ⊗ Hydrofluoric acid | Propionic acid |
| Allyl alcohol | Hydrogen cyanide | Propionic anhydride |
| ⊗ Ammonium hydroxide | Mevinphos | Propyl alcohol |
| Butylamine | ⊗ Monoethylamine | ⊗ Sulfuric acid |
| Butyric acid | ⊗ Nitric acid | Tetraethyl pyrophosphate |
| ⊗ Formaldehyde | ⊗ Nitrogen dioxide | |

Category SS: Soluble sinkers -- materials heavier than water and of solubility greater than 1000 ppm.

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| Table J-10 SOLUBLE SINKERS | |
|-------------------------------|--|
| Acetyl bromide | Dodecylbenzenesulfonic acid |
| Acetyl chloride | Duraban |
| Ammonium benzoate | Endosulfan |
| Ammonium bicarbonate | Ethion |
| Ammonium bichromate | Fumaric acid |
| Ammonium bifluoride | Furfural |
| Ammonium bisulfite | ⊗ Hydrochloric acid |
| Ammonium bromide | Hydroxylamine |
| Ammonium carbamate | Isopropanolamine dodecylbenzene sulfonate |
| Ammonium chloride | Lindane |
| Ammonium chromate | Malathion |
| Ammonium citrate | Maleic acid |
| Ammonium fluoborate | Naphteric acid |
| Ammonium hypophosphate | Nitrogenzene |
| Ammonium oxalate | Nitrophenol |
| Ammonium pentaborate | Paraformaldehyde |
| Ammonium persulfate | ⊗ Phenol |
| Ammonium siliconfluoride | ⊗ Phosgene |
| Ammonium sulfide | Phosphorus oxychloride |
| Ammonium sulfite | Phosphorus pentrasulfide |
| Ammonium tartrate | Phosphorus trichloride |
| Aniline | Potassium bichromate |
| Barium cyanide | Potassium chromate |
| Benzoic acid | ⊗ Potassium cyanide |

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| Table J-10 SOLUBLE SINKERS | |
|------------------------------------|-----------------------------------|
| Benzonitrile | Potassium permanganate |
| Benzoyl chloride | Pyrethins |
| ⊗ Cadmium acetate | Quinoline |
| Cadmium arsenite | Resorcinol |
| Calcium chromate | Selenium oxide |
| Calcium cyanide | Sodium |
| Calcium codocylbenzenesulfonate | Sodium arsenate |
| Calcium hydroxide | Sodium arsenite |
| ⊗ Captan | Sodium bifluoride |
| ⊗ Carbonyl | Sodium bisulfite |
| Carbon disulfide | Sodium chromate |
| Chlorosulfonic acid | ⊗ Sodium cyanide |
| ⊗ Chromic acid | Sodium dodecylbenzenesulfonate |
| ⊗ Chromic sulfate | Sodium fluoride |
| ⊗ Chromyl chloride | Sodium hydrosulfide |
| Coumaphos | ⊗ Sodium Hydroxide |
| ⊗ Cresol | Sodium methylete |
| Cyanogen chloride | Sodium nitrite |
| Dalapon | Sodium phosphate, monobasic |
| Dicamba | Sodium phosphate, tribasic |
| Dichlobenil | Sodium selenite |
| Dichlone | Sodium sulfide |
| Dichlonous | ⊗ Stannous fluoride |

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| Table J-10 SOLUBLE SINKERS | |
|-------------------------------|--|
| 80 Dieldrin | Sulfur monochloride |
| Dinitrobenzene | Trichlorfon |
| Dinitrophenol | Triethanolamine dodecylbenzenesulfonate |
| Diquat | Xylenol |
| Disulfoton | Zectran |
| Diuron | |

- 80 Among the most prevalent Hazardous Substances found in Navy workplaces.

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Appendix K
SITE SAFETY PLAN

K.1 SITE-SPECIFIC SAFETY PLAN

The safety and security of response and support personnel and others involved in an emergency response incident are the primary concerns of a safety plan. This section on health and safety provides a general framework for protecting oil spill response workers and complying with the requirements of state and federal laws.

The information contained in this section is intended to be used as guide by the Safety Officer for preparing and implementing worker health and safety protection measures that will maximize safety and allow critical oil spill response activities to proceed. Specific site control and emergency response procedures will need to be developed using forms provided in this outline or other forms developed by the activity. Activities using other procedures, such as confined space entry or hot work, will require additional controls to fulfill regulatory requirements. These and other health and safety and regulatory matters must be identified by the Safety Officer. Once identified, the Safety Officer must take appropriate action to address those safety issues or regulatory requirements.

K.2 MEDICAL MONITORING

All persons who will be exposed or will have the potential to be exposed to hazardous substances shall take part in a medical monitoring program that meets the requirements of 29CFR 1910.120(f). In general, medical monitoring will be conducted for those who:

- have the potential to be exposed to hazardous substances at or above the PEL;
- have duties that require them to wear a respirator for more than 30 days/years;
- are believed to have been exposed to hazardous substances or who exhibit symptoms of exposure.

K.3 RECORDS AND REPORTS

Both state and federal regulations require employers to prepare and maintain records of occupational injuries and illnesses.

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K.4 HEALTH HAZARDS

Health hazards must be identified in the site-specific safety plan. The following is a list of typical hazards that should be addressed during an oil spill response. A similar list should be developed for hazardous substances stored at facilities.

| Table K-1 PERMISSIBLE EXPOSURE LIMITS OF PRODUCTS STORED OR USED BY THE NAVY | | |
|---|-----------------------------------|--|
| Product | TWA (Time Weighted Average) | STEL (Short Term Exposure Limit) |
| JP-4 (jet fuel) | 10 ppm | 15 ppm |
| JP-5 (jet fuel) | 10 ppm | 15 ppm |
| JP-8 (jet fuel) | 100 ppm | -- |
| DFO (diesel) | 500 ppm | -- |
| MUM (unleaded gasoline) | 300 ppm | 500 ppm |
| ASA-3 (anti-static compound) | 100 ppm | -- |

JP-4 (jet fuel)

JP-4 is a complex mixture of hydrocarbons containing benzene (up to approximately 2%). Chronic exposure to high levels of benzene has been shown to cause cancer (leukemia) in humans and to cause other adverse blood effects (anemia). Benzene is considered a human carcinogen. Aspiration of this product into the lungs can cause chemical pneumonia and can be fatal.

JP-5 (jet fuel)

JP-5 is a mixture of light hydrocarbons and naphthalene. Naphthalene is a potential irritant to eyes, skin and lungs, and it may cause changes to the blood, eyes, and kidneys after prolonged or repeated exposure. Aspiration of this product into the lungs can cause chemical pneumonia and can be fatal.

JP-8 (jet fuel)

JP-8 is a mixture of hydrotreated light petroleum distillates, antioxidants, anti-statics, corrosion inhibitors and metal deactivators. Health studies have shown that petroleum hydrocarbons pose potential human health risks which may vary from

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person to person. As a precaution, exposure to liquids, vapors, mists, and fumes should be minimized.

Exposure to high concentrations of hydrocarbons vapors may cause headaches, dizziness, anesthesia, drowsiness, unconsciousness, and other central nervous system effects, including death.

Diesel Fuel

Aspiration of liquid into the lungs may cause extensive pulmonary edema (dry land drowning). Prolonged or repeated skin contact will remove skin oils leading to irritation and/or dermatitis. High vapor concentrations are irritating to the eyes and lungs, and may cause headaches, dizziness, and unconsciousness.

Gasoline (unleaded)

Gasoline is a mixture of hydrocarbons, including aliphatic hydrocarbons, aromatic hydrocarbons, a variety of branched and unsaturated hydrocarbons, and additives. Extremely high levels of exposure could produce conditions such as dizziness, coma, collapse, and death. Exposure to non-lethal doses is usually followed by complete recovery, although cases of permanent brain damage following massive exposure have been reported.

K.5 SECONDARY CHEMICAL HAZARD IDENTIFICATION

Oil and hazardous substance spill responses require the use of a wide variety of chemicals and materials which may singularly, or in conjunction with the site work conditions, create various hazards to site workers. Several of these hazards are identified in the following table.

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| <p align="center">Table K-2 SECONDARY CHEMICAL HAZARDS</p> | | |
|---|--|---|
| HAZARD DESCRIPTION | RECOMMENDED PROTECTIVE EQUIPMENT | CONDITIONS UNDER WHICH EXPOSURE MAY OCCUR |
| <p>Diesel and Gasoline Engine Exhaust: Exposure to diesel or engine exhaust may promote inhalation of hydrocarbons, carbon monoxide and particulates. Exposure may irritate eyes and mucous membranes.</p> | <p>Monitor CO and O₂ levels, ventilate area, and use half-mask respirator with organic and particulate filters.</p> | <p>Diesel and gasoline exhaust exposure may occur in poorly ventilated areas in the vicinity of diesel equipment. It may also occur in sheltered outdoor areas on calm days or during temperature inversion conditions.</p> |
| <p>Low Oxygen Levels: Confined or restricted space atmospheres may be dangerous to life and health if O₂ levels are below 19.5% (oxygen deficient) or greater than 25% (oxygen enriched).</p> | <p>Monitor O₂ levels and ventilate area. Do not enter O₂ deficient atmosphere without a confined space entry permit and supervision from the Safety Officer. Supplied air Personal Protective Equipment (PPE) is required. Safe O₂ levels 19.5% to 23%.</p> | <p>Poorly ventilated areas in the vicinity of oxygen consuming materials or equipment. This includes waste undergoing biological degradation or fuel powered equipment and confined or restricted spaces (e.g., tanks).</p> |
| <p>High Carbon Monoxide Levels: Carbon monoxide is a colorless and odorless gas, slightly less dense than air and is toxic by inhalation. Carbon monoxide is also highly flammable. Lower Explosive Limit (LEL) = 12%; Upper Explosive Limit (UEL) = 75% (by volume in</p> | <p>Monitor CO and ventilate area. Use of supplied air PPE is required. Do not enter high CO atmosphere without a confined space entry permit and supervision from the Safety Officer. Safe CO levels are less than 50 ppm TWA.</p> | <p>Poorly ventilated areas in the vicinity of internal combustion engines. Acetylene welding, industrial heating equipment and processes involving incomplete combustion may also create this hazard.</p> |

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| | | |
|---|---|---|
| air). | | |
| Other Spill Response Specialty Agents: Due to the varied nature of oil spill cleanup operations, numerous specialty chemicals in solid, liquid, and gaseous phases may be used or stored in work areas. | Obtain and review MSDSs for all products. Verify safety precautions and PPE needs. Obtain any required respirator, skin, eye, and splash protection. | Exposure to these materials in poorly ventilated areas or in open areas may occur if workers are unaware of the chemicals' toxic or physical properties. |
| Particulates: Particulates may cause irritation to lungs, eyes, and mucous membranes. Particulates may also have toxic effects (e.g., lead, asbestos, cadmium, and silica). | Use half-mask respirator with particulate filter and appropriate cartridges. Use other PPE for eye and skin protection as needed. | Use of powdered or granular oil absorbent (vermiculite, diatomaceous earth, etc.) or other specialty products where particles become airborne and enter the breathing zone of personnel. Wind-carried silts and other dusts may also be a factor. |
| Biological Nutrients: Inhalation of vapors, mists, and particulates or skin contact with nutrients used for biological treatment may result in irritation to lungs, eyes, and mucous membranes. Dermal absorption is also possible. | Obtain and review MSDS for the specific product. Verify safety precautions and PPE needs. Obtain required respirator, skin, eye, and splash protection. | Use of nutrients (fertilizers) in a spill cleanup effort may create potential exposures during spray application or other distribution and mixing process. |
| Dispersant: Inhalation of vapors or mists or skin contact may result in irritation to lungs, eyes, and mucous membranes. Dermal absorption is also possible. | Obtain and review MSDS for specific product. Personnel involved in handling or applying dispersant will be provided specific training. | Application of dispersant during the initial spill event may expose workers to respiratory and dermal hazards. |

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|---|--|--|
| <p>Confined Spaces: Inadequate ventilation coupled with limited egress creates potentially hazardous situations for workers. Oxygen deficient, toxic, or flammable atmospheres may exist in these areas. All OSHA procedures will be followed.</p> | <p>Monitor CO, O₂, toxic, and flammable gas levels, and ventilate area. Do not enter a confined space without a confined space entry permit and supervision from the Safety Officer. Safe O₂ levels = 19.5% to 25%; flammable gas limits = less than 10% LEL; toxic limits = less than one-half PEL or Threshold Limit Value (TLV) , whichever is the lower value.</p> | <p>Confined spaces may be encountered on vessels, inside tanks, inside buildings, on drill rigs, in sumps, in ditches, etc. Product vapors or other emissions resulting from response operations may intensify this hazard.</p> |
| <p>Flammable Atmosphere: A flammable gas, vapor, mist, or dust when mixed with air may create a flammable or explosive condition. Volatile vapors or gases will generally be of a sufficient quantity during the initial few hours of a spill to cause a flammable atmosphere.</p> | <p>Conduct flammable gas and oxygen monitoring prior to starting any work. Purge or inert atmospheres when possible. Obtain hot work permits prior to starting any cutting or welding. Safe flammable limits are less than 10% of the Lower Explosive Limit.</p> | <p>Flammable conditions may exist during the initial phase of a spill or at any time in areas where flammable dusts or vapors may concentrate. Hold of vessels and fueling areas are prime location to find flammable atmospheres.</p> |

Subjecting response personnel to the hazards identified above can be avoided through the use of the proper personal protective equipment (PPE) and through proper monitoring and supervision by health and safety personnel. The following paragraphs briefly discuss proper procedures associated with some of the secondary hazards.

The hazards associated with the contaminants listed in the above table at best controlled through early detection, use PPE,

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implementations of engineering controls, or by avoiding the hazard. Early detection can be accomplished by using common sense and understanding the Site Safety Plan.

K.6 HAZARDOUS CONDITIONS

Confined Space Entry

Entry into confined spaces (spaces with restricted egress and potentially hazardous atmospheres) shall be conducted under the direct supervision of the Safety Officer and through the use of a confined space entry permit. Confined spaces may be oxygen deficient or may have flammable or toxic atmospheres. Confined space entry will be permitted only if the parameters listed in the above table are within acceptable limits.

Physical Hazards

Physical hazards associated with oil spill cleanup operations are varied, and the associated hazards depend upon the site-specific conditions, cleanup operations, and the type of equipment being used. Severe environmental and weather conditions, complex transportation and logistical requirements, long work hours, and intensive labor needs contribute to the high susceptibility of oil spill workers to physical hazards. The following table summarizes some of the physical hazards associated with spill cleanup operations.

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|--|---|---|
| <p>Slip, Trip, Fall: Oil spill responders work in places where poor footing and lighting creates slip, trip, fall hazards.</p> | <p>Survey responders for possible unknown injuries. If injured, treat with first aid and seek medical attention.</p> | <p>Provide proper illumination in work areas. Keep work areas free of excess clutter. Move cautiously in work areas and use non-slip soles on footwear. Attempt to recognize and avoid or control hazards in the work area. Conduct hazard awareness briefings.</p> |
| <p>Back Injuries: The requirement to mobilize and use great quantities of equipment during the oil spill response creates high probability of back injuries. Slips, trips, and falls contribute to back injuries.</p> | <p>Remove worker from the work area to prevent further stress on the worker's back. If necessary, stabilize the victim in a prone position with a backboard to prevent additional injury. Seek medical attention.</p> | <p>Lift objects correctly. Obtain assistance from co-workers. Use mechanical devices to reduce lifting effort. Do back and stretching exercises prior to lifting objects. Bend the legs when lifting instead of bending from the waist.</p> |
| <p>Eye Injuries: An oil spill response may expose workers to numerous eye hazards, including those resulting from chemical exposure, equipment hazards, open flames, and impacts from</p> | <p>If chemicals have contacted a worker's eye, flush eye with water immediately. If particulate is in the eye, flush eye with water. If an object is imbedded in the eye, do not attempt to remove</p> | <p>Use appropriate eye protection such as safety glasses, goggles, and face shields. Avoid exposure to vapors, mists, fumes, and dusts.</p> |

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|---|---|---|
| particulates or other foreign bodies. | it. Cover the affected eye to prevent further irritation and seek medical assistance. | |
| Handling of Hand Tools and Spill Response Equipment: Tools used in cleanup operations such as shovels, picks, axes, etc. can inflict injury to adjacent workers if adequate distance is not maintained. Improper use of tools may also cause back injuries. Sorbents, containment booms, and waste materials can be heavy and awkward and handling and moving them may cause back injuries. | If injured, treat with first aid and seek medical assistance. | Team leaders must provide orientation for workers to familiarize them with the equipment that is being used. Use hand tools in a manner that will limit physical stress. Take frequent breaks to limit fatigue. Allow water to drain or remove ice from equipment prior to moving it. Use mechanical devices to handle heavy materials. |
| In Situ Burning: <i>In situ</i> burning will present physical fire hazards as well as particulate hazards, visibility problems and heated gas hazards resulting from the combustion of oil and oily debris. | Determine weather conditions and select escape route from plume of burn area. Contact other vessels for assistance and exit burn area as rapidly as possible. | Adhere to burn safety plans, obtain frequent weather forecasts, stay upwind. Refer to tide and current predictions to assist in burn area avoidance. |

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|--|--|---|
| <p>Hypothermia: Hypothermia is the lowering of the body temperature resulting from exposure to the elements. Hypothermia will induce death if not treated properly. Symptoms include shivering, loss of lucidity, loss of coordination, confusion, and cold skin temperature. Hypothermia will occur rapidly when immersed in cold water.</p> | <p>Prevent additional heat loss and warm victim by any means available. Remove any wet clothing, add heat by placing warm items next to the victim's body. Do not give alcoholic beverages to victim. Seek medical assistance.</p> | <p>Hypothermia can be avoided by dressing appropriately for weather conditions and regulating body temperature during work activities. Establishing a system to visually monitor workers for hypothermia warning signs will assist early detection. Avoid situation where clothes become wet, e.g. rain or ocean spray. Avoid excess heat loss through wind exposure.</p> |
| <p>Frostbite: Frostbite may occur when workers are exposed to subfreezing weather conditions and are improperly protected from the cold. Frostbite may affect exposed flesh or non-exposed body parts which transfer heat at rates sufficient to cause freezing.</p> | <p>Seek medical attention at once. Frostbitten skin will appear white or light colored and may feel cold and solid. Thaw out body parts with warm water or by application of firm steady pressure with a warm body part. Do not thaw body parts unless they can be maintained at a warm temperature after thawing.</p> | <p>Carefully monitor weather conditions and forecasts to allow time for work crews to prepare for cold weather. Workers should eat high energy foods, keep clothing dry, bring extra dry clothing, and test for extremity circulation on a regular basis.</p> |

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|---|--|---|
| Noise Injuries: Noises that are greater than 85 decibels may cause permanent damage to hearing. Sound sources that generate noise greater than 85 decibels include aircraft, outboard engines, generators, compressors, heaters, and heavy equipment. | Monitor noise levels. Remove affected worker from duties that have high noise exposure potential. Provide worker with additional hearing protection equipment. Seek medical assistance as necessary. | Workers should use ear protection equipment or avoid high noise areas. |
| Site Illumination: Response operations during conditions of poor visibility or darkness may create dangerous or unhealthy conditions for response workers. | Provide substantial amounts of lighting and generator equipment. Personal head lamps and vehicle lighting may be used as supplemental lighting. | Provide adequate lighting. Use head lamps, portable lighting, and equipment lights to illuminate work sites. |
| Specialty or Heavy Equipment: Mechanical equipment may have exposed moving parts, may generate heat capable of causing burns, or may generate high pressure liquids or gases which may injure workers. Movement of heavy equipment may cause | Perform first aid; seek medical attention immediately. | Read all operating guide manuals. Be aware of any moving parts which may cause injury. Avoid direct exposure to heat or pressure generated by equipment. Wear appropriate PPE to limit possible injury. Install backup alarms on heavy equipment. |

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|--|--|---|
| injuries to personnel. | | Ensure all guards are in place. |
| Vehicle, Aircraft, or Vessel Accidents: Response efforts will in many cases require response personnel to travel by various modes of transportation. The emergency nature of the response may expose worker to marginally safe traveling conditions. Severe weather may exacerbate the consequences of a minor accident. | Be aware of you position at all times and know the locations of safe refuges along your intended travel route. Notify the Incident Command Post if an accident occurs and what assistance is required. | During all vehicle, aircraft, or vessel travel, workers will adhere to all established travel safety procedures. This includes fastening seat belts, maintaining communications, and wearing or having easy access to safety equipment such as warm clothing, life vest, and survival gear. |
| Heat Stress: Heat stress may occur when a worker is exposed to elevated temperature conditions, e.g., when the worker suited in protective clothing which limits cooling of the individual, or when the worker is subjected to high ambient temperatures. | Move victim to cool, shaded location. Cool victim quickly by wrapping in wet towels. Treat victim for shock. Seek medical assistance immediately. | Heat stress may be avoided by taking frequent breaks to cool down and consuming large amounts of liquids. PPE can be fitted with cooling equipment. Ventilation may be used to assist with cooling. New site workers must acclimate themselves to the site conditions. |
| Worker Exhaustion: Spill response | Supervisors must closely observe | Close observation by supervisors and use |

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TABLE K-3
GENERAL PHYSICAL HAZARDS

| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
|--|---|---|
| activities often involve strenuous tasks and long work hours. Symptoms include loss of concentration, increased number of trips, falls, and slips, and cramping and pain. Work exhaustion often manifests itself in other hazards such as accidents and back injuries. | workers for signs of exhaustion. Once an exhausted worker is identified, he shall be assigned to a less stressful task or removed from labor duties entirely until recovered. Seek medical assistance as necessary. | of the buddy system will be used to detect and prevent worker exhaustion. Frequent breaks along with consumption of high energy foods and liquids will also decrease the likelihood of exhaustion. |
| Wildlife: Spill workers may encounter a wildlife during response activities. Some of which may be capable of inflicting injuries to or killing response personnel. | Treat injuries with standard first aid methods. Treat victim for shock. Seek medical assistance as necessary. | Wildlife protection procedures will be established for each specific spill event and may include the procurement of firearms or a "wildlife watch" for each group. |
| Weather: Sudden changes in weather conditions may jeopardize the safety of responders. Blizzards, ocean storms, high winds, dramatic temperature changes, or fog can all pose a serious threat. | If caught in severe weather, consider options carefully. Evacuation of work site may be necessary. | Obtain daily weather forecasts and updates as available. Preplan work site evacuation plans for worst case scenarios. Workers should bring extra clothing and emergency survival gear. Communications with the Incident Command |

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| TABLE K-3 GENERAL PHYSICAL HAZARDS | | |
|---|--|---|
| Hazard Description | Hazard Treatment Guidance | Hazard Abatement Technique |
| | | Center must be maintained in order to coordinate evacuation or to receive support. |
| Electric Shock -- Electric equipment operated at greater than 12 volts, used inlet or conductive areas, or damaged equipment can produce a severe electrical shock. | Remove victim from contact with energized parts. Administer CPR and first aid as necessary. Obtain medical assistance. | Use intrinsically safe equipment or ground fault interrupter circuits to prevent shock. |

K.7 INITIAL RESPONSE ACTIONS

Initial Site Assessment

An Initial Site Assessment Form, such as Table K-4, should be used by the Initial Incident Commander to determine the hazards at the spill site. This assessment must be made before any response effort can be undertaken. When the response effort is to be initiated, an Initial Site Safety Plan, similar to Table K-5, should be used to identify the spilled substance, the level of personal protective equipment (PPE) needed, type of monitoring to be used, and other pertinent response information.

Site Security

The Initial Incident Commander/On-Scene commander must evaluate the seriousness of the situation, determine the level of a health or safety risk to response personnel or to the public, and notify the Incident Commander as soon as possible. If the situation requires security, local military police should be contacted. Local law enforcement officials should also be contacted to conduct evacuations, to establish road blocks, and to limit access to response areas.

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Surface Terrain and Meteorology

The velocity of prevailing winds and the proximity of the spill to possible sources of ignition, such as running equipment, must be immediately assessed. All potential ignition sources must be kept upwind of the spill or secured immediately. Some flammable vapors may be heavier than air and travel for long distances along the surface or settle in low lying areas.

Atmospheric Testing

A hazard evaluation procedure must be established and implemented by a trained individual in order to establish safe work practices, level of personal protective equipment, and other control procedures before any personnel are committed to spill response activities. At a minimum, the flammability of the vapors and the oxygen levels must be evaluated throughout the spill site. These levels should continue to be evaluated periodically throughout the work shift to detect changes in airborne hazards that may result from response activities or changing weather conditions.

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| TABLE K-4 INITIAL SITE ASSESSMENT FORM [to be completed by the Initial Incident Commander prior to initiating immediate response] | | |
|--|---|---------------|
| DATE | | |
| Initial Incident Commander | | |
| 1. Wind Direction | | |
| 2. Are people injured/endangered? | YES | NO |
| 3. Are non-Navy persons observing the incident? | YES | NO |
| 4. Are persons involved in rescue attempts? | YES | NO |
| 5. Are there any signs of potential hazards from: | Electrical lines down or overhead | YES NO |
| | Unidentified liquids or solids | YES NO |
| | Visible vapors | YES NO |
| | Unusual smells or odors | YES NO |
| | Fire or sparks from nearby ignition sources | YES NO |
| | Holes, caverns, deep ditches, fast moving water, or cliffs nearby | YES NO |
| | Local vehicular or pedestrian traffic | YES NO |
| | Warning/color-coded placards, or danger signs | YES NO |
| | Is the ground dry | YES NO |
| | Is the ground wet | YES NO |
| | Is the ground icy | YES NO |
| | Other | |

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| | | |
|--|--|-----------------|
| 6. Initial assessment of the flammability of vapors and the level of oxygen present | % LEL : % O ₂ : | |
| 7. Approach the spill site from the upwind side and observe any change in the status of any of the above items | Item Number | Change Observed |
| | | |
| 8. Is the incident scene secure | YES NO | |
| 9. Is there a need for the additional support or equipment: | Security | |
| | Personal Protective Equipment | |
| | Hazardous Materials Technicians/ Specialists [identification/ monitoring/source control] | |
| | Sites for Command Center & Decontamination Station | |
| | Equipment to control spill | |
| | Other | |

File initial report at this time using available help. Call for medical assistance as required.

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| TABLE K-5 INITIAL SITE SAFETY PLAN | | |
|---|--|------------|
| DATE: | | [MM/DD/YY] |
| 1. REVIEW THE INITIAL SITE ASSESSMENT FORM | COMPLETED | |
| 2. MAP (sketch) OF SITE W/Present Wind Direction and at Least Two Major Landmarks Completed | | |
| 3. Identification of all potentially harmful substances at scene ¹ | | |
| SUBSTANCE | CONTAINER | SECURED |
| | | YES NO |
| | | YES NO |
| | | YES NO |
| 4. Personal Protective Equipment required ¹ | | |
| Respiratory Protection Required | YES NO If yes, type of respiratory protection: | |
| Protective clothing required | YES NO If yes, describe the type and level of protection in detail: | |

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| | |
|--|--|
| 5. Establish a monitoring system¹ | Describe monitor program (including instruments to be used) |
| 6. Is a vehicle involved? | YES NO |
| Drivers Name: _____ Driver's License Number: _____ Vehicle #: _____ Tractor/trailer #: _____ Rail Car #: _____ Cargo tank # (Tank Truck): _____ Ship Name & Number: _____ Placard(s): _____ Other Hazard Identification Information: _____ | |
| 7. General Information | |
| Carrier Name: _____ Telephone Number: _____ Manufacturer of Substance: _____ Telephone Number: _____ Point of Origin (Shipper): _____ Destination (Consignee): _____ | |
| 8. Determine degree of decontamination required and designate a decontamination area¹ | |
| 9. Establish an isolation zone and notify area residents if necessary (e.g., threat of fire or explosion) | |
| 10. Begin control, containment, cleanup, decontamination, and disposal process | |

¹ Items to be completed by a qualified Hazmat Technician or Specialist

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K.8 NAVY SAFETY AND HEALTH PROGRAM

Each Navy activity must develop and implement a written safety and health program for all Navy response personnel. This program is designed to identify, evaluate, and control safety and health hazards, and to provide for emergency response during oil and hazardous substance spill response operations. The written safety and health program includes the following:

- The Navy response organization;
- A generic safety and health plan;
- The Navy training program; and
- A description of the Navy medical surveillance program.

The Navy written safety and health program should be made available to any contractor or subcontractor (or their representative) who will be involved in spill response operations; to Navy employees; to Navy employee designated representative; to OSHA personnel; and to personnel of other Federal, State or local agencies with regulatory authority over the spill response.

K.9 SITE-SPECIFIC SAFETY PLAN

The site specific safety and health plan must address the safety and health hazards of each phase of the response operation, including the requirements and procedures for employee protection. The site safety and health plan should include the following:

- A safety and health risk and/or hazard analysis for each response task and operation. The risk/hazard analysis will include the following:
 - Location and approximate size of the response area;
 - Description and duration of the response activities to be performed;
 - Site topography and accessibility by air and roads;
 - Safety and health hazards expected to be encountered;
 - Exposure routes of expected contaminants and other risks such as potential skin absorption and irritation, potential eye irritation, and concentrations that are immediately dangerous to life and health (IDLH);
 - Present status and capabilities of emergency response teams that would provide assistance to response personnel in the event of an emergency;
 - Health hazards involved or expected from contaminants present and their chemical and physical properties.

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- Personnel protective equipment to be used by employees during each of the response operations. The requirement for personal protective equipment will be based on the results of the preliminary site evaluation and the guidance provided in the Navy written safety and health program.
- Employee training requirements to assure compliance with the OSHA requirements. The training program section of the Navy written safety and health program should be used as guidance for preparation of this section.
- Medical surveillance requirements to ensure compliance with the OSHA requirements. The medical surveillance program section of the Navy written safety and health program should be used as guidance for preparation of this section.
- A schedule and the types of air monitoring to be conducted for IDLH conditions, combustible gases, and other conditions that may cause death or serious harm.
- Maintenance and calibration procedures for monitoring and sampling equipment to be used.
- A schedule and the types of environmental sampling techniques and instruments to be used.
- A site control program for protecting employees involved in response operations. The site control program will include a site map, an indication of the work zone, a description of the "buddy" system, site communications, emergency alert signals, standard operating procedures of safe work practices, and identification of the nearest medical assistance.
- Standard operating procedures that minimize personnel and equipment contact with spill substances.
- Decontamination procedures that cover all phases of response operations. These procedures must be communicated to all response personnel and implemented before any response employees or equipment enter areas where they can potentially be exposed.
- An emergency response plan that is a separate section of the safety and health plan that covers:
 - Pre-emergency planning, personnel roles, lines of authority, and communication;
 - Emergency recognition and prevention, safe distances, and places of refuge;
 - Site security and control, evacuation routes and procedures;

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- Decontamination procedures (those not covered by the site specific safety and health plan);
 - Emergency medical treatment and first aid;
 - Emergency alerting and response procedures;
 - Personal protective equipment and emergency equipment;
 - Response area topography, layout, and prevailing weather conditions;
 - Procedures for reporting incident to local, state, and Federal governmental agencies;
 - A section covering the critique of a response and follow-up.
- Confined space entry procedures
 - A procedure for handling, labeling, and transporting drums and containers of recovered oil and oil contaminated debris.

K.10 SAFETY BRIEFING

The site specific safety plan must provide for daily safety briefings that will be conducted prior to the start of work each day. The briefings will cover safety and health items that have changed or new information that has been obtained. These briefings will ensure that all response personnel have received information concerning updates of the safety and health plan.

K.11 AUDITS

Safety and health audits must be conducted by the Operations Section division/branch supervisors. The audits will be used to determine the effectiveness of the site-specific safety and health plan and to determine if additional procedures are needed to protect response personnel. The results of each audit will be forwarded to the Industrial Hygienist Unit Leader, the Documentation Unit Leader, the Operations Section Chief and Incident Commander.

K.12 GENERIC SITE SAFETY PLAN

The following section contains a generic site safety plan that should be used by the Safety Officer in preparing the site specific safety plan.

GENERIC SITE SAFETY PLANNING FOR OIL SPILLS

References:

- (a) 29 CFR 1910.120 OSHA regulations for Hazardous Waste Sites

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- (b) 40 CFR 311 Worker Protection
(c) NIOSH/OSHA/USCG/EPA Occupational Safety and Health
Guidance Manual for
Hazardous Waste Site Activities (NIOSH 85-115)

A. SITE DESCRIPTION

Location: _____
Hazards: Oil: _____
Treatment chemicals: _____
General safety hazards: _____
Surrounding population (circle): industrial residential
rural unpopulated other
Topography (circle): rocky sandy beach docks cliffs
marshes other:
Weather related hazards (circle): heat stress hypothermia
frostbite severe storms
Additional information:

B. ENTRY OBJECTIVES

Daily objectives may include oil recovery, booming, bioremediation, dispersant application, and related activities. Detailed objectives shall be developed daily, and shall be described during the pre-entry safety briefing.

C. SITE ORGANIZATION

1. The site organization shall be developed each morning by the Sector Recorder for each individual Sector, and shall be modified as new personnel arrive or depart. All personnel arriving or departing from the sector/site shall report to the designated recorder.

2. GENERIC ORGANIZATION. Incident organizations are developed on a case-by-case basis by the appropriate Federal OSC. The following organization serves as one example of a site organization and defines the language in this document.

a. FOSC/STAFF (all incidents): The supervising, office level command and control organization for the entire incident.

b. SITE (all incidents): Primary field organization on-site for the entire incident. For small spills this may be the only level of discrete field organization required.

c. SECTOR (large/complex incidents): Subunits inserted between field teams and site levels. This level is typically

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necessary for large spills where an organizational level is needed between the entire site and individual teams. For example, a large spill might have a vessel off-loading sector, a floating oil recovery sector with several boat teams, an east beach oil recovery sector with several teams, and a west beach oil recovery sector with no teams.

d. FIELD TEAM (medium to large incidents): Supervisors or monitors assigned to site subunits, or (for very large organizations) assigned to sector subunits. This would be the smallest discrete level of supervision.

D. SITE CONTROL

1. Anyone entering or departing a WORK AREA, or associated control zones, shall report to the designated RECORDER for that location. Entry is conditional, based on approval of the SITE SUPERVISOR. The SITE SECURITY OFFICER shall enforce this policy at all times.

2. No person shall enter a site without subscribing to this or another approved Site Safety and Health Plan.

3. No person shall enter a site without adequate training in hazardous waste operations safety and health based on work assignment and applicable hazardous conditions.

4. Site Boundaries.

a. EXCLUSION ZONE(S): That part of the work area where oil recovery is taking place, shall be treated as an EXCLUSION ZONE. Only properly outfitted and trained personnel (wearing appropriate protective clothing) shall be allowed in exclusion zones.

b. CONTAMINATION REDUCTION ZONE(S): Contamination reduction zones shall be established at those parts of work areas used for cleaning and storage of oily clothing and equipment. These zones shall allow for personnel to wash their hands and faces, and change into street clothing before leaving the site or consuming food and beverages.

c. SUPPORT ZONE(S): Related uncontaminated field locations, such as command posts, equipment staging/storage, and eating areas. The SUPPORT ZONES(S) shall be maintained as clean as practicable by observing decontamination procedures.

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d. The above zones shall be marked as needed to control traffic and enforce decontamination procedures. Appropriate placards, barricades, traffic cones, and/or boundary tape shall be used for this purpose. The SITE SAFETY OFFICER shall periodically inspect work areas to ensure the effectiveness of boundaries. The following color coding applies:

- (1) orange, red, or black and yellow for EXCLUSION ZONES
- (2) yellow for CONTAMINATION REDUCTION ZONES, and
- (3) green for SUPPORT ZONES.

5. A site map shall be developed and modified as necessary for each sector, and attached to the applicable Site Safety and Health Plan, by the SITE RECORDER and SITE SAFETY OFFICER. The map shall include items such as (but not limited to) the following:

- a. Exclusion Zone
- b. Contamination Reduction Zone
 - the decontamination layout
 - equipment storage
 - temporary waste storage areas
 - washing, toilets and hygiene facilities
- c. Support Zone
 - first aid stations
 - emergency fire fighting equipment
 - command posts/office spaces
 - new equipment staging/storage
 - eating/rest areas
 - bird/mammal cleaning and rehabilitation
- d. Location of Identified Hazards
 - underground cables
 - overhead cables
 - pits, trenches, open holes/hatches
 - wasted deck plate
 - hearing protection areas
 - hard hat areas
 - suspected locations of poisonous plants, insects, or animals
 - high pressure wash areas
 - bioremediation application areas
 - dispersant application areas

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E. HAZARD EVALUATION

1. Potentially hazardous chemical substances/mixtures.

a. Oil: crude, gasoline, military JP-4, commercial JET B, aviation gasoline, gas oils.

(1) Composed of an indefinite petroleum distillate mixture. The content typically includes benzene, toluene, xylene, naphthalene, and Polyaromatic Hydrocarbons (PAHs). The concentration of these products will vary widely depending on the source of the oil, weathering, and aging.

(2) HAZARD DESCRIPTION: May cause dermatitis by skin contact; nausea by inhalation; and eye irritation by contact. Benzene is a hematologic toxin (it affects the blood and blood forming organs), and is a carcinogen. The greatest potential hazard is in poorly ventilated areas (such as pits or under docks), or around freshly spilled oil. Benzo(a)pyrene is a skin contact hazard and may potentially cause skin cancer with chronic skin contact. As oil weathers and ages, benzo(a)pyrene becomes more concentrated because it evaporates much more slowly than other chemical in the mixture.

(3) BASIC PRECAUTIONS: Stay away from or upwind of, fresh oil spills; wear chemical resistant clothing as necessary to protect against skin or eye contact; periodically change protective clothing that has oil on it; immediately change clothing that is showing evidence of oil penetrating to your skin; and wash skin with soap and water when changing into street clothing, before eating/drinking, or when exiting to a contamination reduction zone. Flush eyes with water if oils gets in them. If ingested do not induce vomiting--contact a physician. Urine phenol should be tested as soon as possible (and not later than 72 hours after exposure) if there is a suspected overexposure to benzene. Urine specific gravity should be corrected to 1.024 for this test. If urine phenol values exceed 75 mg per liter, further testing in accordance with 29 CFR 1910.1028(1)(4) may be needed, and individuals must be removed from areas of potential benzene exposure until values return to normal.

b. Oil: kerosene, diesel, military JP-5, commercial JET A.

(1) Composed of an indefinite petroleum distillate content typically including Polyaromatic Hydrocarbons (PAHs). The

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concentration of these products will vary widely depending on the source of the oil, weathering, and aging.

(2) HAZARD DESCRIPTION: May cause dermatitis by skin contact; nausea by inhalation; and eye irritation by contact. Benzo(a)pyrene is a skin contact hazard and may potentially cause skin cancer with chronic skin contact.

(3) BASIC PRECAUTIONS: Wear chemical resistant clothing as necessary to protect against skin or eye contact; periodically change protective clothing that has oil on it; immediately change clothing that is showing evidence of oil penetrating to your skin; and wash skin with soap and water when changing into street clothing, before eating/drinking, or when exiting to a contamination reduction zone. Flush eyes with water if oil gets in them. If ingested do not induce vomiting--contact a physician.

c. Bioremediation application. See attached MSDS information when these products are in use.

d. Dispersant applications. See attached MSDS information when these products are in use

2. Additional hazards may be encountered on site and shall (along with any other applicable hazards found during the site survey) be marked on the attached project maps. See also the attached listing of generic health hazard information.

____ slippery rocks
____ dangerous working surfaces (e.g., wasted deck plating
or rotting wood floors)
____ difficult access/egress between vessels and docks
____ drowning
____ heat stress ____ hypothermia ____ cold stress ____
____ UV sunlight (eyes/skin)
____ noise hazards
____ ticks ____ snakes ____ bees ____ yellow jackets ____
____ poison ivy ____ oak ____ sumac ____
____ overhead/buried electrical cables.
____ open manholes ____ pits ____ trenches ____ hatches ____
____ falling objects
____ carbon monoxide from vehicle exhaust
____ fire and explosion hazards

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F. CONTROLS

The following controls shall be observed on site.

1. FIRES. Each restriction zone and associated contamination reduction zone shall have at least one each of the following:

- a fully charged Class A fire extinguisher for ordinary fires;
- a fully charged Class B fire extinguisher for liquid fires; and
- a hand held fog horn to alert personnel.

The above items shall be maintained in a readily accessible location, clearly labeled in red, and with the locations noted on the project map.

2. SLIPPERY ROCKS AND SURFACES. All personnel in the work area shall wear rubber safety boots with steel toe/shank and textured bottoms. Boat crews may substitute clean deck shoes with textured soles (free of oil on cloth/leather uppers, and no oil observable inside the shoes)

3. LIGHTING. Portable lighting shall be provided for dark areas or work after sunset.

4. WORK NEAR WATER. All personnel working in boats, on docks, or generally within 10 feet of water deeper than 3 feet, shall wear Coast Guard approved personal flotation devices (PFDs).

5. HEAT STRESS. The SITE SAFETY OFFICER shall make heat stress determinations throughout the day. If it is determined that a heat stress hazard exists, an alert shall be passed to all teams to implement mandatory rest periods. The SITE SAFETY OFFICER shall generally be guided by the American Conference of Governmental Industrial Hygienists (ACGH) guidelines in determining work/rest periods. Fluids shall be available at all times and encouraged during rest periods. (See attached information sheet on heat related health effects.)

6. COLD STRESS. Workers shall be provided with adequate warm clothing. The SITE SAFETY OFFICER shall make cold stress determinations throughout the day when temperatures fall below 50 degrees F.

a. If a cold stress hazard exists, an alert shall be passed to all teams to implement mandatory rest/warm-up periods.

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The SITE SAFETY OFFICER shall generally be guided by the American Conference of Governmental Industrial Hygienists

b. For prolonged cold weather operations, warming shelters shall be provided for rest periods. Warm fluids (such as soups, cocoa, cider, or sweetened--low caffeine--hot teas) shall also be available during rest periods. Drinking coffee should not be encouraged.

c. For prolonged water temperatures below 59 degrees F, or a combined water and air temperature less than 100 degrees F, exposure suits shall be worn by personnel working/traveling in small boats or aircraft over water.

7. HIGH NOISE LEVELS. Hearing protection shall be used in high noise areas (exceeding 84 dBA, or designated by the Site Safety Officer). Locations likely to exceed this level include the vicinity of vacuum trucks and heavy equipment; bird hazing stations; and generally where noise levels require personnel to raise their voices to be heard.

8. POISONOUS INSECTS (e.g., mosquitoes and ticks). All personnel shall be provided with long sleeved clothing and insect repellent in designated areas.

9. POISONOUS SNAKES. All personnel working in designated areas shall wear snake proof leggings or hip high rubber boots.

10. POISONOUS PLANTS (e.g., poison ivy, oak, and sumac). Long sleeved clothing shall be worn in areas designated to contain these plants. Areas known to contain these plants shall be marked/posted to extent possible at the site. Emergency medical personnel shall prescribe first aid treatments to be carried in these areas.

11. ELECTRICAL HAZARDS. Electrical power lines (buried or overhead) shall be marked on applicable project maps, and physically marked in the field as necessary.

12. TRAP HAZARDS. Open manholes, pits, trenches, or similar hazards shall be noted on project maps, and marked with placarded barricades. The SITE RECORDER shall ensure that these locations are periodically checked during the day, and additionally in the event that entering personnel are not accounted for at the end of a shift.

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13. CARBON MONOXIDE. Vehicle/equipment operators shall ensure that personnel are not allowed to linger or work near exhaust pipes or sources of carbon monoxide.
14. FALLING OBJECTS. Hard hat areas determined by site survey shall be noted on project maps.
15. UV LIGHT EXPOSURE. Sunscreens of protection factor 15 (or greater), and UV tinted safety glasses shall be made available for response personnel as needed to prevent overexposure to UV light.
16. BUDDY SYSTEM. The buddy system shall be observed inside the Work Area (EXCLUSION and CONTAMINATION REDUCTION ZONES). Personnel must work within sight of their assigned partner at all times. A partner shall be assigned by the RECORDER as personnel check in. Personnel shall use whistles to indicate that they need assistance in areas where personnel may be obscured for supervisors (e.g. high grass, boulders, or warehouse areas) as noted on the Project Map.
17. PERSONAL PROTECTIVE REQUIREMENT (PPE). The following PPE ensembles shall be used while on site. If designated "as needed" the equipment does not need to be worn unless the item is needed to keep oil off of clothing and skin. The SITE SAFETY OFFICER may modify ensembles on a case-by-case basis as approved by the Sector/Site Supervisor.

| LOCATION | JOB FUNCTION | LEVEL |
|---------------------------------|--------------------------|-----------------|
| Work Area | Bioremediation crews | C1 |
| | High pressure wash crews | C2 |
| | Sampling crews | C3 |
| | Dispersant crews | D |
| | All others | D |
| Contamination Reduction Zone | All personnel | D |
| Support Zone | All personnel | Street clothing |

18. SANITATION AND POTABLE WATER

- a. Potable water. An adequate supply of potable water or other drinking fluids shall be maintained at all times throughout the site. Containers for drinking fluids shall be capable of being tightly closed, and shall be equipped with a tap. These

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containers must also be labeled in such a manner that the contents are not accidentally used for other purposes. Where single service cups are supplied, the unused cups shall be maintained in sanitary containers, and a separate disposal container shall be provided for used cups.

b. Non-potable water. Water intended for uses other than drinking or washing shall be identified in such a way that it is not accidentally used for drinking, washing, or cooking. There shall be no cross-connection of potable and non-potable water supplies.

c. Toilet facilities. Toilet facilities shall be provided at a minimum in accordance with Table H-120.2 (toilet Facilities) of 29 CFR 1910.120 (n).

- (1) 20 or fewer people: 1 facility
- 20-200 people: 1 toilet seat, and 1 urinal per 40 persons
- More than 200 people: 1 toilet seat, and 1 urinal per 50 persons

(2) Toilets shall be provided such that they are readily accessible to all work areas. Mobile work crews with ready access to toilet facilities using their own transportation do not need to have toilet facilities located at their temporary work sites.

(3) Sewage shall be handled in accordance with local health codes using one of the following means:

- sanitary sewer,
- chemical toilets,
- recirculating toilets,
- combustion toilets, or
- flush toilets.

d. Food handling shall be conducted in accordance with the requirements of local jurisdiction.

e. Washing Facilities. Washing facilities shall be readily accessible to all employees. In addition to sanitary cleaning, these facilities shall be equipped to remove oily residues from the skin. Washing facilities shall be maintained free of contaminants above exposure limits, and as free as practicable from oily residues.

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f. Showers. For oil spill operations lasting more than 6 months, showers and changing rooms must be provided in accordance with 29 CFR 1910.120(n)(7); and 29 CFR 1910.141 (d)(3) and 1910.141(e).

G. COMMUNICATIONS

1. General signals:

a. A whistle shall be treated as a need for assistance.

b. Repeated short blasts from a hand held fog horn shall be used to indicate a fire emergency.

2. VHF Channel_____ has been designated as the working frequency for all sectors.

3. VHF Channel_____ is designated for site emergencies.

4. Cellular phone number of Command Post: _____

5. Cellular phone number Site Safety Officer: _____

6. Other cellular phone numbers:

7. Medical Assistance:

Nearest Medical Facility (attach map):

Phone:

Location:

H. DECONTAMINATION PROCEDURES

1. Personnel with contaminated clothing and equipment shall leave the Work Area by following the prescribed decontamination procedures below:

a. Wipe off oily equipment and PPE clothing with a sorbent pad.

b. Inspect PPE clothing for tears or other damage. Inspect the inside of PPE clothing for signs of oil penetration. Discard if damaged or oil penetration is observed.

c. Store oily equipment in contaminated equipment storage.

d. Store oily PPE clothing in labeled lockers.

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- e. Discard oily articles in appropriate trash bins.
 - f. Remove, clean, and inspect respirators.
 - g. Store cleaned respirators in respirator storage.
 - h. Place cloth coveralls in laundry basket or discard if excessively dirty.
 - i. Wash face and hands with soap and water.
 - j. Change into street clothing.
2. Equipment for Decontamination:
- decontamination shelter;
 - orange, red, yellow, green, and black and yellow tape for zones/hazards;
 - plastic or painted metal placards for "Exclusion Zone," "Contamination Reduction Zone," "Support Zone," and blank placards and markers;
 - saw horses, wooden stakes, hammers, and nails;
 - area for new/clean equipment storage;
 - area for new PPE storage
 - area for clean cloth coverall storage;
 - hangers for oily PPE clothing;
 - lockable storage for street clothing;
 - waterless soap;
 - soapy water for respirators (when applicable);
 - sterilization solution for respirators;
 - clean plastic bags for respirator storage;
 - towels;
 - sorbent pads;
 - lined bins for oily debris;
 - trash cans and trash bags for other debris/garbage.

I. **EMERGENCY PROCEDURES**

1. Emergency Medical Procedures:

- REMAIN WITH YOUR ASSIGNED BUDDY AT ALL TIMES.
- Use whistle to call for assistance if necessary.

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- Do not attempt to move seriously injured personnel--call for an ambulance.
- Report all injuries to your supervisor.

2. Emergency Fire Procedures:

- REMAIN WITH YOUR ASSIGNED BUDDY AT ALL TIMES.
- DO NOT attempt to fight fires other than small fires.
- DO NOT take extraordinary measures to fight fires.
- Sound fire signal if fire can not be put out quickly.
- Alert nearby personnel to call fire department.
- Notify supervisor and Site/Sector Recorder.
- All other personnel hearing the Fire Fog Horn signal shall immediately proceed, WITH THEIR ASSIGNED BUDDY, to the designated entry/exit point and SITE/SECTOR RECORDER for role call.
- The Site/Sector Supervisor OR the Fire Department shall ensure that the fire is extinguished or that the Fire Department is called for assistance BEFORE restarting work.

J. SITE SAFETY MEETINGS

Site Safety Meetings shall be held by each Supervisor immediately before a shift or beginning a new work assignment and at the end of each shift. At a minimum these meetings will describe the work to be accomplished, discuss safety procedure changes, and develop "pass-the-word" notes for the Site/Sector Recorder to pass to personnel entering the area.

K. THE SITE SAFETY OFFICER

The Site Safety Officer for this incident is: _____

The responsibilities of the SITE SAFETY OFFICER include (but are not limited to):

- coordinating with the FOSC and the Scientific Support Coordinator on safety and health concerns;
- keeping this plan current; and
- acting as liaison with site safety officers from other organizations.

L. AUTHORIZATIONS

SITE SAFETY OFFICER: _____ DATE: _____

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FEDERAL ON SCENE COORDINATOR: _____ DATE: _____

SITE/SECTOR ORGANIZATION RECORDER SHEET

The Site/Sector Recorder maintains an up-to-date, comprehensive organization record. When relieved, the Recorder provides this site organization record/log to the incident's DOCUMENTATION OFFICER, assists the relief in starting a new organization record, and accounts for all personnel logged into the area. All persons wishing to enter the work area (including the EXCLUSION and CONTAMINATION REDUCTION ZONES) must subscribe to a site safety plan, must be adequately trained in hazardous waste site safety, and must be adequately trained for their work assignment.

SITE/SECTOR NAME:

RECORDERS NAME:

RECORD START DATE/TIME: _____ STOP DATE/TIME: _____

| | | Time In | Time Out | Time In | Time Out |
|--------------------|--------------|------------|-------------|------------|-------------|
| TITLE | Printed Name | | | | |
| SUPERVISOR | | | | | |
| SITE/SECTOR SAFETY | | | | | |
| SECURITY | | | | | |
| EMT/FIRST AID | | | | | |
| OTHER REPS | | | | | |

FIELD TEAM NAME

SUPERVISOR
MEMBERS:

Use Continuation Sheet if additional room is needed:

K.13 PPE ENSEMBLES

LEVEL D ENSEMBLE

_____ cloth coveralls
OPTION: long sleeved coveralls (poison plant areas)
OPTION: short sleeved coveralls (heat stress alert)

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OPTION: street clothing may be worn by supervisory personnel, technicians, specialists, etc. that will not be exposed to liquid oil, or high pressure wash sprays, etc.

____ rubber steel toe/shank safety boots with textured bottoms

OPTION: hip high rubber boots (e.g., designated snake areas)

OPTION: deck shoes with textured soles (e.g. boat operations)

____ rubber gloves (as needed) OPTION: leather gloves (if no contact with oil)

____ rubber rain pants (as needed) OPTION: disposable if oiling is light

____ rubber rain jacket & hood (as needed) OPTION: disposable if oiling is light

____ rubber apron (as needed) OPTION: disposable if oiling is light

____ PFD (all personnel on or near water)

____ quart bottle to carry fluids (during heat stress alerts)

____ hearing protection (in noisy areas)

____ insect repellent (in designated mosquito/tick areas)

____ hard hat (all personnel in designated areas)

____ safety glasses (as required by Site Safety Officer)

OPTION: with tinted lenses (as required for sunlight)

____ sunscreen (as needed for sunlight)

____ whistle (in designated areas)

NOTES:

1) "AS NEEDED" means to use when and in such a way so as to prevent significant skin contact with oil.

2) "RUBBER" means chemical resistant material which prevents oil penetration to the skin or cloth garments underneath.

LEVEL C ENSEMBLE

____ all LEVEL D items

____ rubber gloves (MANDATORY)

____ plastic rain pants (MANDATORY)

OPTION: disposable if oiling/contamination is light

____ plastic rain jacket with hood (MANDATORY)

OPTION: disposable if oiling/contamination is light

____ respiratory protection

____ full face respirator

____ half mask respirator

____ organic vapor cartridge

____ dust, fume, mist cartridge

____ paint spray combination cartridge

____ other:

____ additional eye/face protection

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____ goggles
____ face shields
____ other:

K.14 GENERAL SIGNS/SYMPTOMS THAT INDICATE POTENTIAL TOXIC EXPOSURES

- sudden weight loss or change in appetite
- unusual fatigue or new sleeping difficulties
- unusual irritability
- skin rashes/allergies/sores
- hearing loss
- vision loss/problem
- changes in sense of smell
- shortness of breath/asthma/cough or sputum production
- chest pains
- nausea/vomiting/diarrhea/constipation
- weakness/tremors
- headaches, or
- personality changes

K.15 MANIFESTATIONS OF TOXIC EFFECTS TO VARIOUS TARGET ORGANS

TARGET ORGAN: skin
MANIFESTATIONS: dermatitis, chloracne, skin cancer
CHEMICAL/PHYSICAL AGENTS(S): Hydrocarbon solvents,
chlorinated hydrocarbons (e.g., PCB), soap, dioxane, alcohols

TARGET ORGAN: respiratory system
MANIFESTATIONS: acute pulmonary edema, pneumonitis, asthma,
lung cancer
CHEMICAL/PHYSICAL AGENTS(S): many forms of dusts, fumes, and
vapors

TARGET ORGAN: cardiovascular system
MANIFESTATIONS: arrhythmias, angina
CHEMICAL/PHYSICAL AGENTS(S): carbon monoxide, hydrogen
sulfide, organophosphates, glues/glue-solvent, temperature
extremes

TARGET ORGAN: gastrointestinal system

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resources belonging to, managed by, held in trust by, appertaining to or otherwise controlled by the United States (including resources of the Exclusive Economic Zone).

Natural resource damage assessment: the process of collecting and analyzing information to determine damages for injuries to natural resources and/or services.

Services: the physical, chemical, biological, aesthetic, and cultural functions performed by the natural resources, including the human uses of those functions.

Trustee: those officials of the federal and state governments, of Indian tribes, and of foreign governments designated according to section 1006(b) of OPA 90 who may present a claim for and recover damages for injury to natural resources.

For a comprehensive listing of definitions and procedures, consult the Department of the Interior Regulation (43 CFR 11), the NCP (40 CFR 300), and the NOAA Final Rule (15 CFR 990).

L.1.2 Natural Resource Trustee Responsibility

A trustee acts on behalf of the public to protect natural resources. Various federal, state, Indian, and foreign officials have been designated as trustees and have jurisdiction over natural resources. In many instances, trustees share co-trusteeship (e.g., a Navy trustee is a co-trustee with the Department of the Interior (DOI) for a migratory bird located on Navy property). Trustees with resources potentially at risk from an oil discharge or hazardous substance release are incorporated into the National Response System and identified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), 40 CFR 300. Trustee participation in preparedness and response activities under the NCP intends to avoid or minimize injury to natural resources.

L.1.2.1 Authority

Executive Order (E.O.) 12580, as amended by E.O. 12777, delegates natural resource trustee responsibilities to the Secretaries of the Interior, Defense, Energy, and Agriculture, as land managing agencies, for natural resources located on, over, or under land administered by each agency. The Secretaries of Commerce and Interior have jurisdiction for general categories of natural resources, including their supporting ecosystems. To fulfill CERCLA requirements, the Secretary of Defense delegated

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body's temperature regulatory system fails and sweating becomes inadequate. A heat stroke victim's skin is hot, usually dry, red or spotted. Body temperature is generally 105 degrees F or higher, and the victim can be mentally confused, delirious, convulsive, or unconscious.

Any person showing symptoms of heat stroke requires immediate hospitalization. First aid including removing the victim to a cool area, thoroughly soaking the clothing with water, and vigorously fanning the body should be administered immediately. Further treatment at a medical facility should include the continuation of the cooling process and the monitoring of complications which often accompany the heat stroke. Early recognition and treatment of heat stroke is the only means of preventing permanent brain damage or death.

Heat Exhaustion. Heat exhaustion includes several clinical disorders having symptoms which may resemble the early symptoms of heat stroke. Heat exhaustion is caused by losing large amounts of fluid through sweating, sometimes with excessive loss of salt. A worker suffering from heat exhaustion still sweats but experiences extreme weakness or fatigue, giddiness, nausea, or headache. In more serious cases, the victim may vomit or lose consciousness. The skin is clammy and moist, the complexion is pale or flushed, and the body temperature is normal or only slightly elevated.

In most cases, treatment involves resting the victim in a cool place and administering plenty of liquids. Victims with mild cases of heat exhaustion generally recover quickly. Those with severe cases may require extended care. There are no known permanent effects.

CAUTION--PERSONS WITH HEART PROBLEMS OR THOSE ON A "LOW SODIUM" DIET WHO WORK IN HOT ENVIRONMENTS SHOULD CONSULT A PHYSICIAN ABOUT POTENTIAL HEALTH PROBLEMS.

Heat Cramps. Heat cramps are painful spasms of the muscles that can occur during times of high sweat without an adequate replacement of the body's salt. The drinking of large quantities of water tends to dilute the body's fluids, while the body continues to lose salt. Shortly thereafter, the low salt level in the muscles can cause painful cramps. The affected muscles may be part of the arms, legs, or abdomen; but tired muscles (those used in performing the work) are generally the ones most susceptible. Cramps may occur during or after work hours and may be relieved by ingesting salted liquids.

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CAUTION--PERSONS WITH HEART PROBLEMS OR THOSE ON A "LOW SODIUM" DIET WHO WORK IN HOT ENVIRONMENTS SHOULD CONSULT A PHYSICIAN ABOUT POTENTIAL HEALTH PROBLEMS.

Fainting. A worker who is not accustomed to hot environments and who stands immobile in the heat can faint. Due to the body's attempts to control internal temperature enlarged blood vessels in the skin and lower body may pool blood rather than return it to the heart to be pumped to the brain. Upon lying down, the worker should soon recover. By keeping active and moving around, blood should be prevented from pooling, and the patient can avoid further fainting.

Heat Rash. Heat rash is likely to occur in hot, humid environments where moisture is not readily evaporated from the surface of the skin leaving the skin wet most of the time. Sweat ducts become plugged, and a skin rash can develop. When the rash is extensive or complicated by infection, heat rash can be very uncomfortable and may reduce a worker's performance. The worker can prevent this condition by resting in a cool place part of each day and by regularly bathing and drying the skin.

Transient Heat Fatigue. Transient heat fatigue refers to the temporary state of discomfort and mental or psychological strain arising from prolonged heat exposure. Workers unaccustomed to the heat are particularly susceptible, and they suffer, at varying degrees, a decline in task performance, coordination, alertness, and/or vigilance. The severity of transient heat fatigue can be lessened by a period of gradual adjustment to the hot environment (heat acclimatization).

Preparing For Work in the Heat

One of the best ways to reduce heat stress on workers is to minimize the heat in the work place. However, there are some work environments where heat production is difficult to control, such as outdoors where exposed to various weather conditions.

Humans, to a large extent, are capable of adjusting to the heat. Adjusting to heat under normal circumstances usually takes 5 to 7 days, during which time the body will undergo a series of changes that will make continued exposure to heat more endurable.

Gradual exposure to heat gives the body time to become accustomed to higher environmental temperatures. Heat disorders in general are more likely to occur among workers who have not been given time to adjust to working in the heat or among workers who have

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been away from hot environments or who have gotten accustomed to lower temperatures. Hot weather conditions of the summer are likely to affect the worker who is not acclimated to heat. Likewise, workers who return to work after a leisurely vacation or extended illness can be affected by the heat in the work environment. Under such circumstances, the worker should be allowed to acclimate to the hot environment.

Heat stress depends in part on the amount of heat the worker's body produces while a job is being performed. The amount of heat produced during hard, steady work is much higher than that produced during intermittent or light work. One way of reducing the potential for heat stress is to make the job less strenuous or to lessen its duration by providing adequate rest time.

Number and Duration of Exposures

Rather than be exposed to heat for extended periods of time during the course of a job, workers should, wherever possible, be permitted to distribute the workload evenly over the day and incorporate work-rest cycles. Work-rest cycles give the body an opportunity to get rid of excess heat, to slow down the production of internal body heat, and to provide greater blood flow to the skin.

Work employed outdoors are especially subject to weather changes. A heat wave or a rise in humidity can create overly stressful conditions.

Rest Areas. Providing cool rest areas in hot work environments considerably reduces the stress of working in those environments. Rest areas should be as close to the work area as possible, and should provide shade. Individual work periods should not be lengthened in favor of prolonged rest periods. Shorter but frequent work-rest cycles are the greatest benefit to the worker.

Drinking Water. In the course of a day's work in the heat, a worker may produce as much as 2 to 3 gallons of sweat. Because so many heat disorders involve excessive dehydration of the body, it is essential that water intake during the workday be about equal to the amount of sweat produced. Most workers exposed to hot conditions drink less fluids than needed due to an insufficient thirst drive. A worker, therefore, should not depend on thirst to signal when and how much to drink. Instead, the worker, therefore, should not depend on thirst to signal when and how much to drink. Instead, the worker should drink 5 to 7 ounces of fluids every 15 to 20 minutes to replenish the necessary fluids in

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the body. There is no optimum temperature of drinking water, but most people tend not drink warm or very cold fluids as readily as they will cool ones. Whatever the temperature of the water, it must be palatable and readily available. Individual drinking cups should be provided--never use a common drinking cup.

Heat acclimated workers lose much less salt in their sweat than do workers who are not adjusted to the heat. The average American diet contains sufficient salt for acclimated workers even when sweat production is high. If for some reason, salt replacement is required, the best way to compensate for loss is to add a little extra salt to the food. Salt tablets SHOULD NOT be used.

CAUTION--PERSONS WITH HEART PROBLEMS OR THOSE ON A "LOW SODIUM" DIET WHO WORK IN HOT ENVIRONMENTS SHOULD CONSULT A PHYSICIAN ABOUT POTENTIAL HEALTH PROBLEMS.

Protective Clothing. Clothing inhibits the transfer of heat between the body and the surrounding environment. Therefore, in hot jobs where the air temperature is lower than skin temperature, wearing excessive clothing reduces the body's ability to lose heat to the air. However, when air temperature is higher than skin temperature, clothing can help to prevent the transfer of heat from the air to the body. The advantage of wearing additional clothes may be nullified if the clothes interfere with the evaporation of sweat (such as rain slickers or chemical protective clothing).

K.17 BULK LIQUID CARGOES THAT CONTAIN BENZENE

This is a partial list of products (and their assigned CHRIS codes in parentheses) which contain benzene. The exact volumes will vary among manufacturers and batches. Benzene vapor concentrations that may be produced by these products will also vary from mixture to mixture, depending on the chemical properties and volume percentages of the different components.

- benzene (BNZ)
- benzene hydrocarbon mixtures containing 10% or more benzene (BHB)
- benzene hydrocarbon mixtures with acetylene (BHA)
- benzene, toluene, xylene mixtures (BTX)
- C-5 mixture (15% or more benzene, isoprene, 1,3-pentadiene (CFX))
- coal tar (COR)
- coal tar pitch (CTP)
- coal tar naphtha (NCT)

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coal tar: see "oil" coal tar (OCT)
cyclopentadiene, styrene, benzene mixtures (CSB)
gas oil (GOC)
gasoline: aromatic (GAR)
gasoline: automotive (GAT)
gasoline: aviator (GAV)
gasoline: pyrolysis (greater than 5% benzene) (GPY)
gasoline: straight run (GSR)
gasoline: blending stock reformats (GRF)
jet fuel: JP-4 (JPF)...similar to Commercial Jet B
jet fuel: JP-5 (JPV)...similar to Commercial Jet A.

Note: JP-5 generally does not contain benzene except in trace amounts. Consult MSDS sheets for specific manufacturer.

naphtha: see "coal tar naphtha" (NCT)
naphtha: solvent (NSV)
naphtha: stoddard solvent (NSS)
naphtha: VM&P (75% naphtha) NVM)
naphtha: see "petroleum naphtha (PTN)"
oil: crude oil (OIL)
oil: coal tar (OCT)
petroleum naphtha (PTN)
white spirit (WSP)
white spirit (low 15-20% aromatic) (WSL)

SOME TRADE NAME PRODUCTS WHICH MAY CONTAIN BENZENE:

"BUTADIENE, BENZENE MIX"
"COKE OVEN LIGHT OIL"
"COAL TAR LIGHT OIL"
"DEPENTANIZED AROMATIC STREAM"
"DRIPOLENE"
"ETHYLENE DICHLORIDE--CRUDE"
"HYTROL D"
"LIGHT AROMATICS CONTAINING BENZENE"
"NAPHTHA CRACKING FRACTION"
"PETROLEUM HYDROCARBON POLYMERS"
"PHENOL (AND CRESOL MIXTURES WITH 5% BENZENE OR MORE)"
"RAFFINATE"

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Appendix L
NATURAL RESOURCE DAMAGE ASSESSMENT (NRDA)

L.1 INTRODUCTION

This appendix provides an introduction to and brief overview of Natural Resource Damage Assessment (NRDA). For implementation purposes, a separate and distinct NRDA contingency plan is recommended. The NOSC plan addresses NRDA to alert the NOSC to NRDA issues which may indirectly impact the Navy. Through awareness and preplanning (i.e., predesignating a staff person to handle NRDA issues), the NOSC remains outside of the NRDA realm. To avoid conflicts of interest and to allow the NOSC to focus solely on the management of a response, NRDA responsibilities should be reviewed prior to an incident.

When natural resources and/or services are impacted by an oil spill or hazardous substances release, CERCLA section 107(f)(2) and CWA section 311, as amended by OPA, require trustees to determine injury, to quantify the extent of the injury in monetary terms, and to use those monies to restore the affected resources. This process is known as an NRDA.

The following definitions are basic terms used in NRDA:

L.1.1 Definitions

Baseline: the condition of the natural resources and services that would have existed had the incident not occurred. Baseline data may be estimated using historical data, reference data, control data, or data on incremental changes (e.g., number of dead animals), alone or in combination, as appropriate.

Damages: the amount of money calculated to compensate for injury to, destruction of, loss of, or loss of use of natural resources, including the reasonable costs of assessing or determining the damage, which shall be recoverable by the United States, a state, Indian tribe, or foreign trustee.

Injury: an observable or measurable adverse change in a natural resource or impairment of a natural resource service. Injury may occur directly or indirectly to a natural resource and/or service. Injury incorporates the terms "destruction," "loss," and "loss of use" as provided in OPA.

Natural resources: means land, fish, wildlife, biota, air, water, ground water, drinking water supplies, and other such

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resources belonging to, managed by, held in trust by, appertaining to or otherwise controlled by the United States (including resources of the Exclusive Economic Zone).

Natural resource damage assessment: the process of collecting and analyzing information to determine damages for injuries to natural resources and/or services.

Services: the physical, chemical, biological, aesthetic, and cultural functions performed by the natural resources, including the human uses of those functions.

Trustee: those officials of the federal and state governments, of Indian tribes, and of foreign governments designated according to section 1006(b) of OPA 90 who may present a claim for and recover damages for injury to natural resources.

For a comprehensive listing of definitions and procedures, consult the Department of the Interior Regulation (43 CFR 11), the NCP (40 CFR 300), and the NOAA Final Rule (15 CFR 990).

L.1.2 Natural Resource Trustee Responsibility

A trustee acts on behalf of the public to protect natural resources. Various federal, state, Indian, and foreign officials have been designated as trustees and have jurisdiction over natural resources. In many instances, trustees share co-trusteeship (e.g., a Navy trustee is a co-trustee with the Department of the Interior (DOI) for a migratory bird located on Navy property). Trustees with resources potentially at risk from an oil discharge or hazardous substance release are incorporated into the National Response System and identified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), 40 CFR 300. Trustee participation in preparedness and response activities under the NCP intends to avoid or minimize injury to natural resources.

L.1.2.1 Authority

Executive Order (E.O.) 12580, as amended by E.O. 12777, delegates natural resource trustee responsibilities to the Secretaries of the Interior, Defense, Energy, and Agriculture, as land managing agencies, for natural resources located on, over, or under land administered by each agency. The Secretaries of Commerce and Interior have jurisdiction for general categories of natural resources, including their supporting ecosystems. To fulfill CERCLA requirements, the Secretary of Defense delegated

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trustee responsibilities to the secretaries of the component services. Each trustee has the responsibility to ensure protection of their resources. Under OPA, if resources are impacted by an oil spill or hazardous substance release, trustees are responsible for the restoration, rehabilitation, replacement, or acquisition of resources equivalent to those affected.

If natural resources are impacted, trustee agencies have dual responsibilities to fulfill. The different roles (response and NRDA) can occur simultaneously, but distinctly through separate individuals or organizations. For example, the NOAA Scientific Support Coordinator (SSC) performs the response role as a scientific technical advisor on the On-Scene Coordinator's command staff, while the NOAA/Commerce trustee fulfills the natural resource damage assessment role and is not part of the response organization. The SSC provides a coordination link between the natural resource damage assessment effort and the response organization to keep the OSC apprised of the situation, but not involved. The response role for other trustee agencies, such as DOI, resides in the Planning functional area of the UCS. Likewise, these individuals advise the OSC on appropriate response techniques, identify or highlight sensitive areas to protect and to prioritize, and provide technical expertise on other environmental and wildlife issues. In the Navy ICS organization, this role is carried out by the "Environmental Unit Leader" in coordination with the "Shoreline Protection Unit Leader" and the "Wildlife Rescue Unit Leader." These individuals work in direct coordination with the trustees performing their response role. Potentially, these ICS section leader positions are filled by trustees. See Figure L.1 for a diagram of the above relationships.

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Different Roles and Processes Fulfilled by Trustees

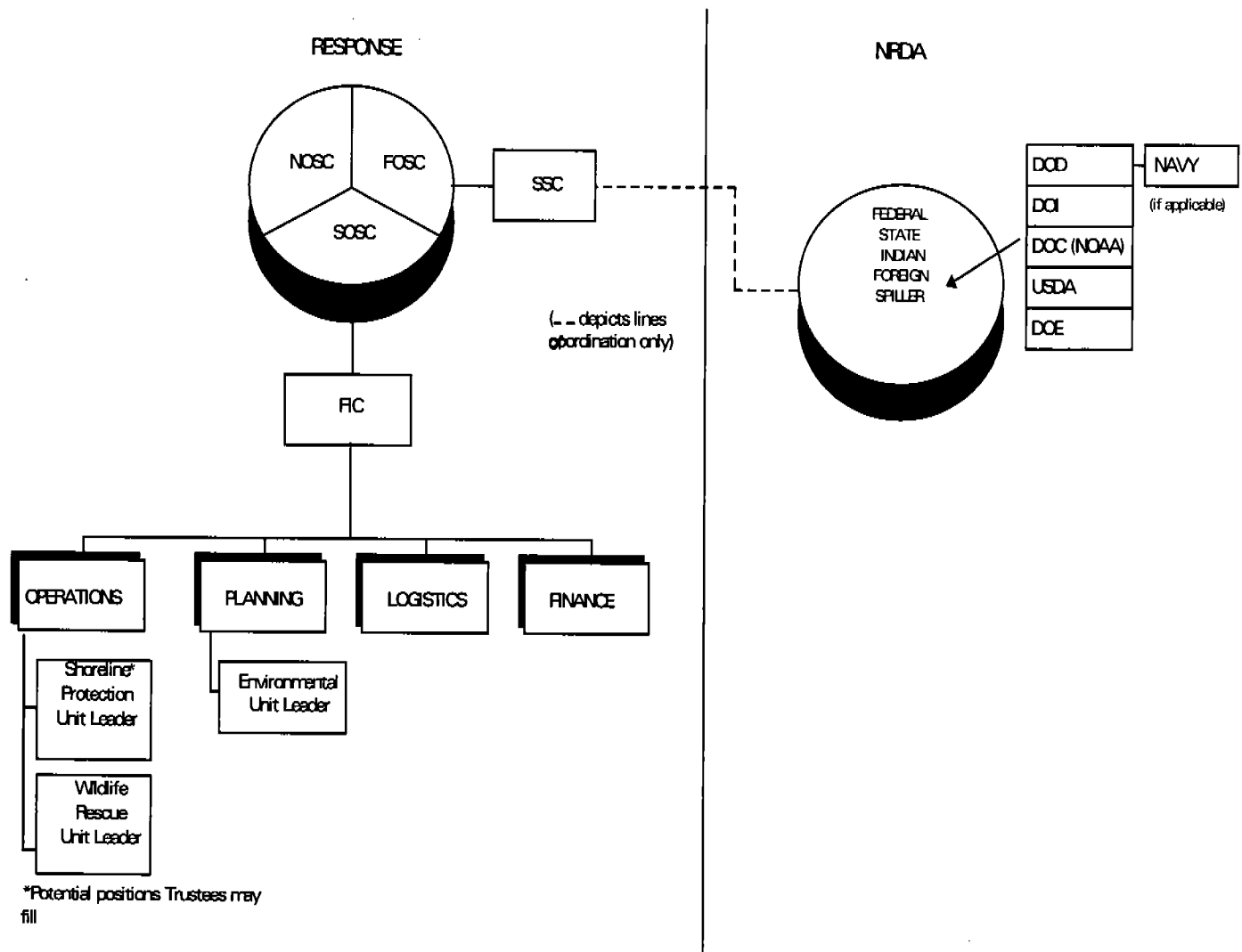


Figure L.1 NRDA Process Relationships

L.1.2.2 General Concepts Of NRDA

The major concepts and premises of NRDA include assessing compensatory, not punitive, damages (monies) for injuries resulting from the spill; involving the public and responsible parties in the process; and restoring injured resources with

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recovered damages. The Department of the Interior, as directed by CERCLA, promulgated 43 CFR 11 to carry out these concepts. Originally, 43 CFR 11 provided the regulatory framework for conducting NRDA's for oil spills and hazardous substances releases. In 1990, OPA mandated NOAA to draft NRDA regulations for oil spills into U.S. navigable waters. The NOAA final rule, 15 CFR 990, published 5 January 1996, supersedes the Interior rule for spills covered by OPA. The Interior rule still covers all hazardous substance releases, oil mixed with a hazardous substance releases, and oil spills that do not enter or threaten navigable waters. Although NOAA coordinated with DOI, the approaches to conducting NRDA's differ in the two rules.

L.2 NOSC ROLE

In general, the NOSC needs to be familiar with trustees' **notification** and **coordination** requirements. The NCP requires the OSC to notify trustees of any OHS spill to enable trustees to carry out both their response and NRDA roles. (Figure L.1 depicts the separation of the response and NRDA processes.) The NCP also requires an OSC to coordinate and consult with the affected natural resource trustees during the response.

NRDA issues of concern to NOSC's can be addressed prior to any spill so that strategies and staff assignments are clearly delineated. During an incident, the NOSC needs to be concerned with an NRDA in the following manner:

- **Simultaneous process:** The NOSC must remain aware that the NRDA process is occurring along with the response (coordination of logistics may be required), and must share information such as sample and survey data and reconnaissance overflight information.
- **Fulfillment of trustee responsibilities:** The NOSC ensures that a predetermined person is available to coordinate NRDA activities.
- **Preassessment responsibilities:** An initial check, or Preassessment, is suggested to verify and document impacts, or absence of impacts. At times, a spill may not impact or threaten natural resources; therefore a damage assessment is not relevant.
- **Spills impacting Navy trust resources:** The predesignated NRDA person coordinates NRDA activities with other affected trustees.

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- **Navy spills impacting non-Navy resources:** A predesignated NRDA person participates in damage assessment activities, including any restoration plan development.

Although the Navy cannot pay claims under OPA, it is Navy policy to restore injured resources. Moving towards "in kind" restoration, in coordination with other trustees, may be an amenable approach. When a Navy-source spill impacts Navy natural resources, the Navy, if designated as a trustee under NRDA regulations, is still obligated to restore the impacted resources. (To date, DoD has not expressly designated Navy as an NRDA trustee.)

In the event of negligible discharge into navigable waters, the Navy may be liable for damages under admiralty law. In any case, the Navy's Admiralty Division should be contacted.

The overall Navy contact for NRDA information and questions is:

CNO Environmental Protection
JAG-C Environmental Counsel (Code N45)
Phone: (703) 602-3028

L.3 NRDA OFFICIAL'S RESPONSIBILITIES

The responsibilities the NRDA Official can be broken down into a preplanning element and a spill element.

L.3.1 Preplanning Responsibilities

- Identify other trustees (Federal, state, Indian, foreign);
- Identify individuals with local/regional expertise at universities, in government agencies, and in private entities;
- Identify contractors with NRDA capabilities and experience;
- Learn NRDA regulations and procedures;
- Coordinate with the landholder (see L.4 below);
- Consolidate data on Navy natural resources at risk;
- Establish preassessment protocols;
- Coordinate with other trustees to discuss and develop:
 - MOU/MOAs;
 - Joint regional restoration planning;
 - Methodologies and protocols.

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L.3.2 Spill Responsibilities

- Coordinate with trustees;
- Coordinate with the Navy landholders (see L.4 below);
- Conduct preassessment screen (a process to determine if an NRDA is appropriate or relevant);

If proceeding past the preassessment screen:

- Access funding for contractor support;
- Conduct a cooperative damage assessment;
- Develop and implement a restoration plan.

L.4 LANDHOLDER

Navy policy expects the landholder to carry out trustee responsibilities. Therefore, an individual from the facility level will be involved in carrying out NRDAs. If the spill is beyond the capabilities of the facility, including the NRDA, the NOSC level NRDA Official will be available. Therefore, the NOSC appointed NRDA Official will need to coordinate with the landholder for NRDA preplanning issues.

L.5 ENGINEERING FIELD DIVISIONS AND ACTIVITIES (EFDs and EFAs)

The EFDs/EFAs are resources for NRDA. Contracting support to carry out NRDA functions can be sought through the EFD/EFA contracting officer.

L.6 TRAINING

To conduct NRDAs effectively, personnel must be highly trained. The Navy Natural Resources Program staffs individuals in the area of Natural Resource Management. This pool of experts should be drawn upon and trained specifically in NRDA procedures, uses, and practices.

Training will be more complete and resources shared if conducted jointly with other federal agencies. Joint training facilitates consistency and coordination for trustee responsibilities.

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L.7 AVAILABLE RESOURCES

L.7.1 Contractor Support

Identify contractors who are qualified to assist COMNAVREGMIDLANT in determining whether any injuries have occurred as a result of a spill. Identify those contractors who are knowledgeable in each component of NRDA including expertise in:

- Legal support (Navy Judge Advocate General and Admiralty Lawyers);
- Scientific support (biologists, chemists, ecologists, etc.);
- Economic support;
- Analytical support (Laboratory capabilities);
- Logistical support and coordination;
- Information management support.

For list of qualified contractors, refer to specific listings in the FRPs.

L.7.2 Trustee Points of Contact

The Federal, state, and Indian trustees for COMNAVREGMIDLANT's area of responsibility include the following:

- **Federal:** Designated by the President as an official from the Department of Commerce, Department of the Interior, Department of Agriculture, Department of Defense, and Department of Energy (refer to Appendix A for points of contact).
- **State:** see Chapter 1
- **Indian Tribes:** The tribal chairman of Indian tribes. Refer to FRP listings.
- **Secretary of Commerce:** Marine fishery resources, anadromous fish, endangered species and marine mammals, and National Marine Sanctuaries and Estuarine Research Reserves.
- **Secretary of Interior:** Migratory birds, marine mammals, federally-owned minerals, federally-managed water resources, and trustee for Indian tribe natural resources when the U.S. acts on behalf of the Indian tribe.

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- **Secretary for the land managing agency:** For natural resources located on land administered by the United States, the trustee shall be the head of the Department in which the land managing agency is found. The trustees for the principal federal land managing agencies are the **Secretary of Agriculture**, the **Department of Defense**, and the **Department of Energy**.
- **Head of authorized agencies:** For natural resources located in the United States but not otherwise described above, agencies authorized to manage pr protect those resources.

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L.8 REFERENCES

1. National Oceanic and Atmospheric Administration - NRDA Proposed Rule, 7 January 1994, 15 CFR 990.
2. National Oceanic and Atmospheric Administration - NRDA Final Rule 15 CFR 990, Federal Register, 5 January 1996.
3. The National Oil and Hazardous Substances Pollution Contingency Plan (NCP) - 40 CFR 300.
4. The Oil Pollution Act of 1990 33 USC 2701 et seq.
5. The Department of the Interior - NRDA Regulations, 43 CFR 11.
6. The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, 42 USC 9601 et seq.
7. The Clean Water Act (CWA), 33 USC 1251-1376.
8. Thorman, Jan. Presentation, "NRDA Training Module for Personnel Involved in Emergency Response to Oil Spills and H.S. Releases." The Department of the Interior. March 1995.

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Appendix M
WILDLIFE MANAGEMENT

M.1 INTRODUCTION

Appendix M, "Wildlife Management," provides the NOSC and personnel in the Planning Section with background information for responding to the needs of wildlife resources. Much of this information was obtained from the Alaska Regional Response Team, National Oceanic and Atmospheric Administration's Hazardous Materials Response and Assessment Division (NOAA/HMRAD), and the U.S. Fish and Wildlife Service (USFWS). Additionally, geographic specificity and unique requirements need to be considered in an overall wildlife management strategy. Accordingly, a unified, area-wide approach, established prior to an incident, will help ensure an effective wildlife response plan.

Oil spills may present significant threats to fish and wildlife resources. Protection of these resources may be accomplished through containment and recovery operations (primary response); deterrent, relocation, removal of resources at risk (secondary response); and capture, treatment, and release of the resources (tertiary response). Each operation requires different types of equipment and personnel. Much of the groundwork involved in wildlife management at an oil spill can be conducted before an incident. The Area Committees are the primary organizations for NOSCs to rely on when establishing wildlife management procedures. Pre-spill wildlife issues to resolve within the Area Committees are:

1. Identification of fish and wildlife and sensitive areas. Note that this information is located in ACPs, FRPs, and Appendix F of this plan;
2. Determination of sensitive, threatened and endangered species, and their vulnerabilities to oils;
3. Identification of regulatory agencies, agency jurisdictions, and lines of authority;
4. Identification of professional recovery and rehabilitation organizations;
5. Identification of facilities and equipment resources;
6. Delineation of wildlife response protocols;
7. Development of policy (e.g., chain of custody, euthanasia, temporary storage and disposal concerns).

In coastal areas, pre-spill wildlife issues (1 through 3 above) are found in the Area Contingency Plans (ACPs). Fish, wildlife, and sensitive areas within DoD/USN boundaries are under

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the trusteeship of DoD and should be identified in the Navy FRPs. Those resources not identified in the FRP should be identified in Appendix F of this plan. In inland areas, ACPs are incomplete due to the vast areas involved. It should be noted that an Area Committee is geographically synonymous with the EPA federal region for inland areas. If sensitive area annexes are not current or developed, the NOSC should contact the applicable area committee or regional response team representatives.

For pre-spill wildlife issues (4 and 5 above), identification of necessary information will require additional work. Many states and regions are not prepared for wildlife emergencies caused by oil spills. Some states with high spill risks, such as California and Alaska, have permanent wildlife treatment centers and are better prepared to manage oiled and injured wildlife. In earlier spills, survival rates of treated animals were poor. An increase in awareness and planning, coupled with the development of oiled wildlife organizations, experience, and science are improving injured wildlife survivability. Area Committees can take steps to improve their capability for responding to wildlife capture, relocation, and treatment requirements by: 1) identifying possible location sites for wildlife care facilities; 2) prestaging wildlife response equipment; 3) stockpiling wildlife treatment supplies; 4) identifying organizations to manage the wildlife aspects of response; and 5) outlining temporary storage, disposal, and safety protocols. NOSC's may need to approach Area Committees to initiate the incorporation of these requirements into the ACP. By establishing a unified approach for the area, organizations can share resources and ensure a more comprehensive wildlife management approach.

M.2 IDENTIFICATION OF WILDLIFE RESOURCES AT RISK

Habitats and species potentially at risk must be identified in advance so responders can effectively implement appropriate protection measures. Appendix F discusses the development of environmental strategies and includes sensitive area identification. This appendix builds upon those strategies in Appendix F, refining sensitive area identification one step further to species identification. This refinement helps to focus protection strategies and set priorities for species based on vulnerabilities to oil spills and on the probability of impacts.

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The preferable method for managing wildlife is protection through spill response strategies. Any method that entails human interaction puts wildlife into an element of risk and should be avoided. Preventing oil movement and recovering oil expeditiously are the best defenses against oiled wildlife. Habitats and species potentially at risk must be identified in advance through the contingency planning process so that responders can implement protection measures effectively.

General environmental protection strategies and sensitive area identification are discussed in Appendix F of this plan. Protection strategies for wildlife management are subsets of the general environmental strategies and are a focus of this appendix. NOAA ESI maps identify species of concern based on behaviors and habits. The NOAA Scientific Support Coordinator (SSC) uses ESI maps as a planning and response tool. The NOSC should work closely with the SSC, the USFWS, and state agencies to identify species at risk. Navy FRPs should have a listing of species and their vulnerabilities to oil in Tab 3, Section 3.1. Types of strategies employed depend on the types of species, number of each species, location, type of oil, etc.

Vulnerability and susceptibility of species are necessary data points for determining specific species at risk. Each species' feeding and nesting habits are primary behaviors that must be understood when assessing vulnerability and susceptibility of species. More factors to consider are:

- home range distributions;
- habitat;
- diet;
- diversity;
- behavioral flexibility;
- population density; and,
- physical and physiological sensitivities to oil.

Birds are historically the most heavily impacted species. Marine mammals and sea turtles are also at risk depending on the species and the spill-specifics. A concise collection of facts and literature on the vulnerabilities and susceptibilities of marine species is contained in the **NOAA Response Resource Guides**. This is a four-part series of field reference documents for marine mammals, marine birds, shellfish, and marine fish. Additional guidelines may be obtained from the USFWS, state and local resource agencies, and academic institutions.

Table M-1 gives a general description of effects of oil on birds, marine mammals, and reptiles. The information was obtained from a NOAA/HAZMAT technical document, *An Introduction*

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*to Coastal Habitats and Biological Resources for Oil Spill
Response,* and adapted into tabular form.

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Table M-1
EFFECTS OF OIL ON WILDLIFE

| Species Group | Effect | Vulnerability |
|----------------------|--|---|
| Birds | <p>Fouling of plumage Primary effect -- oil disrupts fine feather structure and leads to loss of waterproofing properties which reduces insulation and causes hypothermia (generally birds die from hypothermia).</p> <p>Drowning</p> | <p>HIGH VULNERABILITY SPECIES to the effects of direct oiling are those with the following behaviors:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Frequent diving for food <input type="checkbox"/> Prolonged roosting on the water <input type="checkbox"/> Formation of large flocks <input type="checkbox"/> Formation of dense nesting colonies in oil-spill susceptible areas <input type="checkbox"/> High percentage of time spent on the open ocean <input type="checkbox"/> Low reproduction rates and cycles <p>LOW VULNERABILITY SPECIES exhibit the following behaviors:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Rarely immersed in water <input type="checkbox"/> High percentage of time spent on land or sheltered water bodies <input type="checkbox"/> Prolific breeders <input type="checkbox"/> Able to avoid oiled areas by shifting habitats |
| | <p>Ingestion of oil Effects include: anemia, pneumonia, intestinal irritation, kidney damage, altered blood chemistry, decreased growth, impaired osmoregulation, and decreased production and viability of eggs. * Hemolytic anemia is the most severe effect of ingested oil.</p> | <p>Occurs when birds preen or consume contaminated prey.</p> <p>Anemic birds cannot dive or forage for food and will starve on beaches, even after being cleaned.</p> |

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| Table M-1 EFFECTS OF OIL ON WILDLIFE | | |
|--|--|--|
| Species Group | Effect | Vulnerability |
| | <p>Effects on reproduction</p> <p><input type="checkbox"/> Direct exposure to eggs is the greatest threat to reproductive viability (even small amounts of oil [1 microliter of direct oil contact] cause reduced survival).</p> <p><input type="checkbox"/> Ingested oil in adult species may produce fewer eggs or none at all.</p> <p><input type="checkbox"/> Some species abandon the nest.</p> <p><input type="checkbox"/> Loss of a mate leads to lower reproduction capability.</p> | Oiled birds can transfer toxic doses to eggs while nesting. |
| Categories of birds broken down by behavior and sensitivities to oil | | |
| Birds (cont.) | <p>Physical disturbances</p> <p>Physical intrusions from humans during response and cleanup efforts.</p> <p>Disrupts breeding: most significant impact to species for both present</p> | Influx of personnel and equipment can cause disturbances to individual birds, breeding colonies, and roosting areas. |

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Table M-1
EFFECTS OF OIL ON WILDLIFE

| Species Group | Effect | Vulnerability |
|--|-------------------------|--|
| | and future populations. | |
| Surface-feeding pelagic seabirds (albatrosses, petrels, fulmars, and shearwaters) | | <p>HIGH VULNERABILITY</p> <ul style="list-style-type: none"> <input type="checkbox"/> These birds spend up to 24 hours a day in and around water. <input type="checkbox"/> Large numbers may be affected because of their habits: diving for food and formations of large flocks <input type="checkbox"/> During nesting seasons, entire breeding colonies are at risk <input type="checkbox"/> Dense nesting colonies are often in areas highly susceptible to oil spills. <input type="checkbox"/> Alcids (auks and murre) are the most susceptible: Occur in cold offshore waters; often form large flocks while roosting on water; and spend much of the time swimming or floating in the water. |
| Diving pelagic seabirds (auks, murre, murrelets, puffins, guillemots, and auklets) | | |
| Diving coastal seabirds (pelicans, cormorants,) | | <p>HIGH VULNERABILITY</p> <p>Pelicans as well as other listed seabirds are considered highly susceptible due to feeding characteristics, small populations, status as an endangered species, and low reproduction rates. These birds inhabit open water territories where</p> <p style="text-align: center;">M-7</p> |

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Table M-1
EFFECTS OF OIL ON WILDLIFE

| Species Group | Effect | Vulnerability |
|---|---------------|--------------------------------|
| frigatebirds, tropicbirds, gannets, and boobies) | | spill risk is relatively high. |
| <input type="checkbox"/> Surface-feeding coastal seabirds (kittiwakes, skuas, and jaegers) | | |

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Table M-1
EFFECTS OF OIL ON WILDLIFE

| Species Group | Effect | Vulnerability |
|--|--|---|
| Categories of birds broken down by behavior and sensitivities to oil | | |
| Gulls and Terns | | <p>LOW VULNERABILITY Few oiled gulls have been observed during spills. They have the ability to exploit wide ranges of habitats and food sources, and are prolific breeders. Terns are at low risk for direct oiling. Nesting colony disturbances from cleanup may occur.</p> <p>HIGH VULNERABILITY for bald eagles due to their small populations and low reproduction rates.</p> <p>LOW VULNERABILITY Shorebirds rarely encounter the water and are unlikely to be directly contaminated. Shorebirds avoid oiled areas if suitable, unoiled feeding and resting areas are available.</p> <p>LOW VULNERABILITY Wading birds rarely enter the water other than to wade and feed in shallow, sheltered waters.</p> <p>HIGH VULNERABILITY during migration. <input type="checkbox"/> Diving sea ducks and geese use offshore and coastal marine waters for staging and overwintering. Certain species of loons and grebes (esp. Pacific species) are</p> |
| Raptors (osprey, bald eagles, peregrine falcons, and owls) | Bald eagles are predisposed to consuming oiled prey. See above for effects of oil ingestion. | |
| Shorebirds (plovers, turnstones, surfbirds, sandpipers, phalaropes, and oystercatchers) | Indirectly affected by loss of prey on oiled beaches, especially if impacted areas are important feeding sites along migration routes. | |
| Wading birds (herons, egrets, bitterns, rails, ibises, cranes, spoonbills, stilts, and avocets) | May contact oil on heads and faces while feeding or on legs while wading. | |
| Waterfowl (swans, geese, diving sea ducks (eiders, scoters), dabbling ducks, mergansers, | M-9 | |

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| | | |
|--|--|--|
| coots, gallinules, loons, and grebes) | | <p>also at high risk because they are highly adapted to the water environment and rarely leave it.</p> <p><input type="checkbox"/> Dabbling ducks have a LOW VULNERABILITY because they are rarely found in waters prone to oil spills.</p> |
|--|--|--|

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Table M-1
EFFECTS OF OIL ON WILDLIFE

| Species Group | Effect | Vulnerability |
|---|--|--|
| Cetaceans (whales, porpoises, and dolphins) | <p>Surficial contact Little or no effect is expected. May result in a temporary reduction in feeding efficiency for baleen whales.</p> <p>Ingestion Direct consumption unlikely to occur. Exceptions include killer whales and gray whales due to their dietary preferences.</p> | <p>Generally, cetaceans possess the ability to detect and avoid oil and other petroleum hydrocarbons, although oiled cetaceans have been reported in past spills. Lethal and sublethal effects, however, are relatively unknown. Behaviors and habitats of whales, dolphins, and porpoises that may predispose them to oil exposure are:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Habitat preference <input type="checkbox"/> Migration routes <input type="checkbox"/> Migration hierarchies <input type="checkbox"/> Dietary preference <input type="checkbox"/> Social structure <input type="checkbox"/> Reproduction <input type="checkbox"/> Natural Curiosity |
| Pinnipeds (seals, sea lions, and walruses) | <p>Surficial contact <input type="checkbox"/> Destroys insulative property of fur <input type="checkbox"/> Young and immature pups are at highest risk</p> <p>Ingestion <input type="checkbox"/> Direct consumption unlikely to occur. <input type="checkbox"/> Indirect consumption may occur from grooming pups.</p> | <p>Pinipeds are highly social, and leave the water to congregate on sand beaches, rocky shores, and tidal flats for resting, breeding, and birthing. Behaviors and habits of walruses, seals, and sea lions that may predispose them to oil exposure:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Habitat preference <input type="checkbox"/> Maternal recognition <input type="checkbox"/> Reproduction <input type="checkbox"/> Interactions with humans <input type="checkbox"/> Thermoregulation |

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| Table M-1 EFFECTS OF OIL ON WILDLIFE | | |
|---|--|--|
| Species Group | Effect | Vulnerability |
| Sea Otters | <p>Inhalation In addition to effects applicable to all marine mammals, otters' lungs, and other organs, and the nervous system may be affected.</p> <p>Surficial contact <input type="checkbox"/> Destroys insulative property of fur. <input type="checkbox"/> Young and immature pups are at highest risk. <input type="checkbox"/> Often results in death of oiled individuals.</p> <p>Ingestion <input type="checkbox"/> Direct consumption unlikely to occur. <input type="checkbox"/> Indirect consumption through obsessive grooming behavior has been documented to cause degenerative liver lesions, kidney failure, endocrine imbalances, diarrhea, and death.</p> | <p>Most susceptible marine mammal to oil spill impacts. Sea otters have no subcutaneous fat layer and are completely dependent on a dense fur pelage for insulation. Behaviors and habits of sea otters that may predispose them to oil exposure: <input type="checkbox"/> Intense site fidelity/habitat preference <input type="checkbox"/> Metabolic requirements <input type="checkbox"/> Grooming behavior <input type="checkbox"/> Normal behavior (surface feeding, grooming, resting, and swimming) As a result of the above behaviors, an entire subpopulation may be affected or destroyed if it encounters oil.</p> |
| REPTILES | | |
| Sea Turtles | <p>Ingestion of tar balls, mistaking them for food, may result in death. Salt regulatory gland may be inhibited by oil contact, reducing the turtle's ability to maintain a proper salinity balance. Oil contamination of a turtle nest may result in an egg mortality rate of up to 100%.</p> | <p>Hatchlings and nesting turtles are most susceptible.</p> |

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M.3 RESPONSE PRIORITIES

It is the responsibility of the spiller to take immediate actions to reduce impacts through containment and removal processes. Through rapid response and deployment of protection strategies, most of the oil can be isolated from wildlife. The following general response priorities (no action, primary, secondary, and tertiary) were developed by the Alaska Regional Response Team and the USFWS. These priorities intend to provide strategies that move from passive, minimal disturbance approaches to the more aggressive, maximum contact approach of movement, relocation, and treatment of threatened or injured fish and wildlife. The goal of wildlife management is to reduce handling or contacting wildlife species. Any contact will cause stress to the animal. Capture, removal, and rehabilitation of wildlife are to be used as a last resort.

M.3.1 No Response Action

The goal of "no response" is to minimize injury to wildlife resources by avoiding interference through any action. In some situations, fish and wildlife are not immediately endangered or injured by the discharge of oil. Some habitat types recover better naturally, and human intervention can hinder recovery. For example, in some oiled marshes, oil can be trampled into the sediment from response operations if intrusive attempts are made to remove oil or cut vegetation.

M.3.2 Primary Response Strategy

The primary response strategy for wildlife protection emphasizes the containment of spilled oil at the source to prevent or reduce contamination to species and their habitats. Primary response strategies may include mechanical cleanup, protective booming, *in situ* burning, and dispersant usage. Removal of oiled debris, especially contaminated food sources (both in the water and on the land), is a primary response strategy that can reduce chances of oiled wildlife entering the spill area.

Dispersion of oil through natural agitation (e.g., wave action) and through chemical dispersant application will remove the oil from the surface of the water, removing the threat to birds. When natural dispersion cannot be controlled or relied upon, the use of chemical dispersants becomes a possible solution. From the Navy's perspective, however, using dispersants is often not an option given the properties of oils in use by the Navy.

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M.3.3 Secondary Response Strategy

The secondary response strategy emphasizes the prevention of wildlife from entering the area through the use of deterrent techniques. These techniques may include auditory methods (e.g., firing propane cannons), visual methods (e.g., Mylar tape or scarecrows), and other methods, such as preemptive capture and relocation.

M.3.3.1 Wildlife Deterrent Techniques

Deterrent techniques may be used to disperse and exclude wildlife from specific areas. Gas-operated exploders, pyrotechnics, aircraft, electronic sound generators, balloons, and lights have all been used as deterrents to scare wildlife away from a potentially hazardous area, either for wildlife or human safety. The use of deterrents in an oil spill situation is desirable because it has the potential to reduce wildlife impacts and prevent human contact with wildlife. A study of deterrent techniques for marine oil spills was performed by MSRC and Exxon Biomedical, Inc., and was published by MSRC (Technical Report 94-003). This document discusses strategic considerations, habitat-specific techniques, and environmental concerns of deterrent use.

Birds: Although deterrent techniques and preventive oiling management practices for birds are promising, problems do exist:

- Birds habituate to repetitious stimuli;
- Disturbance during highly sensitive times (e.g., nesting seasons) can be detrimental to the welfare and success of nesting birds; and,
- Divers (alcids, grebes, loons) dive from disturbances rather than fly away, so they cannot be displaced.

Marine Mammals: Effective hazing or deterring of marine mammals has demonstrated limited success. With the notable exception of sea otters and fur seals, high mortality rates among marine mammals from oil spills have not been observed. For this reason, marine mammal deterrent techniques have not been examined or used to the same extent as bird deterrents.

M.3.3.2 Preemptive Capture

Preemptive capture includes the capture, handling, transportation, holding, and releasing of healthy, uncontaminated wildlife. Preemptive capture is a good alternative for

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protecting otters from oil contact, since they appear to habituate quickly to visual and auditory deterrents. However, preemptive capture is feasible when only a few otters are threatened.

M.3.3.3 Prioritization of Secondary Response Strategies

Deterrence/hazing or capture and holding all potentially impacted wildlife may not be possible. Prioritization of the areas in which secondary response strategies may be applied must be based on the presence of threatened or endangered species; the ability of a species to recover from losses; and the responsiveness of the species to hazing procedures.

M.3.3.4 Legal Requirements for Secondary Response Strategies

Legal requirements and restrictions need to be followed in the application of secondary response strategies. Some examples of these requirements are listed below:

- Federal requirements: Permits must be obtained from USFWS to haze species managed by FWS, including threatened and endangered species. Likewise, the National Marine Fisheries Service (NMFS) must issue permits regarding marine mammals (see Section M.5 and Table M-3).
- State Requirements: Some states also require permits to haze, collect, or hold species (see Section M.5 and Table M-3).
- Experts: Any decision to haze birds from oiled areas must be carefully coordinated with qualified wildlife scientists (see Sections M.4 and M.5).

M.3.4 Tertiary Response Strategy

Tertiary response is a strategy of last resort. This strategy entails the capture and treatment of oiled wildlife. Typically only a small percentage of wildlife highly sensitive to effects of oiling (e.g., birds and sea otters) will be captured if oiled. Of those captured, some will not be healthy enough to survive the treatment process. For tertiary response to be effective, preplanning for wildlife response capabilities (e.g., expertise, equipment, and facilities) is essential. Sections M.3.4.1 - M.3.4.4 describe the major components of tertiary response. As with secondary response, tertiary response requires approval from the FOSC and from the applicable trustee agencies.

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M.3.4.1 Triage

Triage is a process of ranking "injured individuals." For example, birds affected by highly volatile product fuels will suffer surficial and respiratory burning, and may require euthanasia. Those birds contaminated after the fuel weathers may be healthy enough for treatment, and more resources can be focused on those individuals. Triage is important when the impacted species overwhelm the capabilities of the response. First priority species include those that are endangered and threatened, those that can respond to treatment, and those that are healthy enough to withstand the stress of the cleaning treatment. Triage can be conducted in the field and can continue into the holding and stabilization phase.

M.3.4.2 Rehabilitation

Determining the need to rescue and rehabilitate oiled wildlife is a command decision. Coordination between the spiller, natural resource trustees, wildlife response contractors, and media is a crucial component of an effective rehabilitation effort. Appropriate permits are required for wildlife response personnel to perform rehabilitation operations.

Rehabilitation must be based on the best available science and must focus on protection and maintenance of healthy wild populations of species. Rehabilitation is a complex process involving capture, medical treatment, specific cleaning to restore insulative properties (i.e., "waterproofing"), specialized feeding and care, and preparation for release. Rehabilitation requires considerable resources to implement effectively and is extremely labor intensive. Rehabilitation involves five key stages: 1) initial response; 2) admission/prewash; 3) cleaning; 4) post-wash; and, 5) release.

M.3.4.3 Initial Response

Capture: Capturing oiled wildlife is a dangerous operation for both the handler and the oiled animal. Only trained personnel should attempt a capture operation. Sometimes even determining if an animal is oiled can be difficult. Therefore, trained professionals must be on-scene and in a leadership role. Knowledge of "normal" bird behavior is essential for determining appropriateness for capture. Behavior and habits vary from species to species, underlining the necessity for experts to implement any capture techniques.

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Holding/Stabilization: Stabilization of oiled wildlife is a field technique that includes both first aid and basic initial care to prevent or treat hypothermia and dehydration (conditions often exhibited by oiled wildlife). Oiled animals are given oral fluids and a charcoal-activated solution to help absorb ingested oil. Vital signs are monitored and stabilized, and eyes, mouths, and nasal passages are cleaned. Stabilization facilities are not washing facilities; their only purpose is to stabilize the animal for transportation, cleaning, and rehabilitation.

Transportation: According to the International Bird Rescue and Research Center (IBRRC), transportation containers must meet three basic criteria:

1. They must provide enough room for the animal to move comfortably without hitting the walls. More than one bird may be housed in one box if they are compatible species.
2. They must provide proper ventilation so that oil toxins and body heat can readily escape.
3. They must provide sufficient structural strength to hold active birds.

Cardboard pet carriers work well, although wax pet carriers are preferred due to sturdiness and reusability. Sturdy cardboard boxes with one inch holes (eight per side) cut into them are sufficient in emergencies. Other containers such as plastic dog kennels, wardrobe boxes, and U-haul boxes also work well. Pillow cases and burlap bags are not recommended because they do not provide protection from the elements nor are they safe for the animal.

M.3.4.4 Admission/Prewash

This step entails a complete medical examination to determine: the general health of the animal; the effects of the oiling; and the possibility of disease transmission to humans and other animals in the treatment facility. Unhealthy or weak birds usually cannot tolerate the cleaning process. An accurate baseline of the bird's medical health is crucial for the successful recovery and release of that particular individual. Normal behavior patterns and blood chemistry are the most important data needed for assessing whether the animal can undergo further treatment.

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M.3.4.5 Cleaning

The cleaning phase includes washing with a detergent such as *Dawn*, rinsing with fresh water, and drying with a heavy-duty pet air dryer.

Cleaning oiled birds has advanced to a science based on experience and knowledge of wildlife responders in previous spill situations. There are many requirements for effective cleaning (i.e., restoring the waterproof properties of bird feathers). Washing birds creates a high water demand. An average washing and rinsing cycle requires approximately 150 gallons of warm water (106°F). Proper water pressure is important during the rinse to ensure oil and detergent are thoroughly cleansed from the interlocking feathers. Water quality and hardness is also an important consideration. IBRRC recently discovered that calcium carbonate levels should be 32-50 parts per million. Drying a bird is the final step of the "cleaning" process. The time required to dry a bird depends on the ambient air temperature, humidity, and size of a bird. Increased knowledge of cleaning techniques, water quality, supportive care, clinical care, and good husbandry has led to increased survival of oiled wildlife.

M.3.4.6 Postwash

It must be ensured during postwash that a bird has regained its waterproof properties through the cleaning procedure, making the bird fully functional. During this phase, cleaned birds are placed into a pool and observed to determine if water is being repelled. Waterproofed birds will remain in the water until water beads off of their plumage, and they float properly. If a bird is not waterproofed, it must be re-washed.

The postwash phase also involves rehabilitation, which can place further loads on personnel and facilities. Birds can be in rehabilitation from several days to as long as a few months. Some birds can never be returned to the wild despite cleaning and rehabilitation efforts.

M.3.4.7 Release

Birds deemed healthy enough to be reintroduced into the wild are released under the direction of the USFWS and state wildlife agencies. To be classified as healthy requires: normal blood chemistry and hematology; normal behavior; good seasonal weight; and complete waterproofing. A marine bird may need to be acclimated to salt water prior to release.

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Released birds may be tagged with a federal band to assist future studies on the individual's and species' survivability. Radio tracking studies have also been implemented to further improve knowledge on released wildlife.

M.4 IDENTIFICATION OF WILDLIFE RESPONSE ORGANIZATIONS

Several wildlife response organizations in the United States have experience in treating wildlife impacted by an oil spill situation. Trained and experienced wildlife specialists deal with recovery and rehabilitation of wildlife under conditions other than oil spills; contracting with an organization that understands oil spill operations, and that can work within the ICS response system is essential. Knowledge and expertise should be drawn upon from other areas if it can be applied to an oil spill.

When evaluating a wildlife response organization, identify what capabilities are needed for the worst case discharge and area at risk. Some wildlife response organizations are trained and permitted to respond to avian species only, while others are capable of responding to mammalian species only. Organizations rarely claim total expertise for both categories of animals. Reputable organizations, however, work closely with other entities that have complementary capabilities.

Most wildlife response organizations now require a contract to name them as a responder in a plan. A contractual arrangement ensures that the required capability will be accessible during a spill.

M.4.1 Points to Consider

When selecting an appropriate wildlife organization, the NOSC should take into consideration the following:

- Species at risk;
- The capabilities of the organizations, specifically:
 - Staff (full time and part-time support; experience in oil spill response);
 - Volunteers and volunteer management;
 - Equipment capabilities (inventory of equipment owned by wildlife response organization);
 - Facility capabilities (mobile facilities, permanent);
 - Support capabilities;
 - Response coverage area;
 - Management ability of rehabilitation program;

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- Permits;
- Policies on euthanasia, chain of custody, etc.;
- Medical/veterinary capabilities;
- Documentation/data tracking capabilities;
- Availability to participate in Navy drills and training.

Volunteers are an essential part of a wildlife response organization. The NOSC should determine what mechanisms a response organization has in place for managing and training volunteer forces. If a volunteer management plan is unavailable or inadequate, the NOSC staff should develop one, through the Federal OSC in concert with the wildlife response organization.

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| <p style="text-align: center;">Table M-2 WILDLIFE RESPONSE ORGANIZATIONS</p> | | |
|--|--|--|
| Organization | Point of Contact | Expertise |
| International Bird Rescue Research Center (IBRRC) 699 Potter Street Berkeley, CA 94710 | Wildlife Rehabilitation Phone: (510) 841- 9086 Fax: (510) 841-9089 | Wildlife rehabilitation and recovery |
| Tri-State Bird Rescue Delaware | Oil Spill Response Team Phone: (302) 737- 7241 | |
| | | |

M.5 FEDERAL AND STATE REQUIREMENTS AND POINTS OF CONTACT

Federal and state natural resource trustee agencies are responsible for ensuring the protection of fish, wildlife and sensitive areas. During the pre-incident planning stage, these entities must be identified, and lines of authority must be understood. By identifying the federal and state responsibilities and capabilities that exist in the NOSC AOR, the NOSC will be better prepared to respond to wildlife issues. Discussing wildlife protection strategies and wildlife management plans will enhance the effectiveness of the response and will ensure that federal and state regulations are not violated, and that people are not put at risk by trying to handle injured wildlife without proper training. If the NOSC can identify a specific point of contact on whom to rely in an emergency, the natural resource agencies can respond faster and can work within the Navy's ICS more efficiently. The following sections will discuss the natural resource agencies with which the NOSC may need to cooperate.

M.5.1 U. S. Fish and Wildlife Service (USFWS)

The USFWS, under DOI, is responsible for managing and protecting migratory birds, anadromous and freshwater fishes, terrestrial endangered species, walruses, sea otters, and polar bears. DOI, through USFWS, is also responsible for the administration of the Endangered Species Act. The USFWS is the

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permitting agency for handling migratory birds and sea otters, and other species under its purview.

Because birds and sea otters are the species most vulnerable to spills, the USFWS will be a primary point of contact. The USFWS has a national oiled wildlife management contingency plan and trained Spill Response Coordinators. These people are trained in ICS, experienced in spill response, and permitted to handle migratory birds and other species under the jurisdiction of the Service (See Table M-3). This USFWS plan is in the final development stages and will be included as a reference to this appendix once it is completed.

The USFWS will respond to an oil spill as a technical specialist in wildlife response. Although USFWS personnel are trained in wildlife cleaning and rehabilitation, generally, the USFWS works through a private wildlife response organization due to constraints in human resources.

| Table M-3 FISH & WILDLIFE SERVICE SPILL RESPONSE COORDINATORS | |
|--|---|
| REGION | PHONE |
| NATIONAL | W (703) 358-2148 FAX (703) 358-1800 |
| REGION 1 | W (503) 231-6223 FAX (503) 231-6243 |
| REGION 2 | W (505) 766-2914 FAX (505) 766-8063 |
| REGION 3 | W (612) 725-3536 FAX (612) 725-3526 |
| REGION 4 | W (404) 679-7137 FAX (404) 679-7081 |
| REGION 5 | W (413) 253-8646 FAX (413) 253-8482 |
| REGION 6 | W (303) 236-8155 ext. 251 FAX (303) 236-8163 |
| REGION 7 | W (907) 786-3483 |

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M.5.2 National Marine Fisheries Service (NMFS)

Examples of NOAA's trusteeship include the following natural resources and their supporting ecosystems: marine fishery resources; anadromous fish; endangered species and marine mammals; and the resources of National Marine Sanctuaries and National Estuarine Research Reserves.

NOAA's National Marine Fisheries Service has trained people to handle oiled and injured marine mammals. NMFS, through the Department of Commerce, is responsible for the administration of the Endangered Species Act as it applies to certain cetaceans and pinnipeds. NMFS is the permitting agency for handling marine mammals.

| Table M-4 NATIONAL MARINE FISHERIES SERVICE REGIONAL OFFICES | | |
|---|--|----------------|
| REGION | BUSINESS ADDRESS | TELEPHONE |
| Northeast | One Blackburn Drive Gloucester, MA 01930 | (508) 281-9250 |
| Southeast | 9450 Koger Boulevard St. Petersburg, FL 33702 | (813) 893-3141 |
| Alaska | P.O. Box 21668 Juneau, AK 99802 | (907) 586-7221 |
| Northwest | 7600 Sand Point Way, NE Seattle, WA 98115-0070 | (206) 526-6150 |
| Southwest | 501 West Ocean Blvd., #4200 Long Beach, CA 90802-4213 | (310) 980-4001 |

M.5.3 State Agencies

State natural resource agencies are also trustee agencies and require consultation and permits for oiled wildlife management. Several states may have more than one trustee agency. Therefore, the NOSC should establish a point of contact with appropriate state agencies through the Area Committee or Regional Response Team.

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| Table M-5 STATE TRUSTEE AGENCIES IN COMNAVREGMIDLANT AOR | |
|--|----------------|
| AGENCY | TELEPHONE |
| Delaware Department of Natural Resources and Environmental Control | (302) 739-4403 |
| District of Columbia Department of Consumer & Regulatory Affairs | 202) 727-7170 |
| Maryland Department of the Environment | (410) 974-3041 |
| Pennsylvania Department of Environmental Resources Environmental Control | (717) 787-2814 |
| Virginia Secretary of Natural Resources | (804) 786-0044 |
| West Virginia Division of Environmental Protection | (304) 759-0515 |

**M.5.4 Natural Resource Policies, Regulations, and Statutes
Applicable to Oiled Wildlife Management**

Under the Endangered Species Act (ESA) and the Migratory Bird Treaty Act (MBTA), the U.S. Fish and Wildlife Service has responsibility for managing and protecting migratory birds, walruses, sea otters, and polar bears. Under the ESA and Marine Mammal Protection Act (MMPA), National Marine Fisheries Service is responsible for managing and protecting all cetaceans and pinnipeds, except walruses. **Both agencies must be notified if wildlife under their respective jurisdictions is threatened or affected by an oil spill.**

Applicable Statutes

The **Endangered Species Act** (16 U.S.C. 1531 et. seq.), as amended, provides protective measures for species listed as threatened or endangered and their critical habitats. The ESA prohibits federal agencies from jeopardizing the continued existence of listed species and, unless otherwise authorized, prohibits all parties from "taking" listed species. According to the ESA, "take" means to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in any such manner.

Section 7 of the ESA requires any federal agency that authorizes, funds, or carries out activities that may affect

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listed species or critical habitats to consult with USFWS and/or NMFS. Therefore, the FOSC must immediately consult with USFWS or NMFS whenever a response may affect these resources. The ESA and its implementing regulations provide special provisions for consultations during emergencies such as oil spills. Although informal consultations and emergency provisions exist under the ESA, a formal consultation is recommended to protect both the NOSC and the endangered species adequately. Formal consultations may be conducted through the area committee process, but documentation must be substantive.

The **Migratory Bird Treaty Act** (16 U.S.C. 703) prohibits taking or harming migratory and certain other birds, their eggs, nests, or young without the appropriate permit. Migratory bird collection and holding must be coordinated with, and a permit obtained from, the USFWS.

The **Bald Eagle Protection Act** specifically prohibits the disturbance of raptors.

The **Marine Mammal Protection Act** prohibits the taking of sea otters, seals, sea lions, walruses, whales, dolphins, and porpoises. Taking includes harassing or disturbing these animals as well as actual harming or killing. Section 109 (h) of this act allows taking by a federal or state governmental official during official duties, if the taking is for the welfare and protection of the animal. Accordingly, the FOSC is authorized to take marine mammals during an oil spill response. Any takes must be coordinated with and permitted by NMFS.

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M.5.5

Permits

| Table M-6 STATE AND FEDERAL PERMITS AND/OR AUTHORIZATIONS REQUIRED FOR HAZING, COLLECTING OR HOLDING LIVE ANIMALS¹ | | | | | | |
|---|---|--|--|--|--|--|
| | State Trustee Agency | | Fish & Wildlife Service | | National Marine Fisheries Service | |
| | Collec t and Hold | Haze or hand le | Collec t and Hold | Haze or hand le | Collec t and Hold | Haze or hand le |
| Migratory Birds | | | Yes² | No³ | No | No |
| Sea Otters, Walruses, and Polar Bears | | | Yes | Yes² | No | No |
| Whales, Porpoises, Seals, and Sea Lions | | | No | No | Yes | Yes |
| Sea Turtles | | | Yes | Yes | No | No |
| Terrestrial Mammals | | | No | No | No | No |
| ¹ See "Fax Cover Sheet," Section M.9 for a list of personnel to contact for appropriate permits and authorizations. ² Includes salvage of dead, oiled wildlife. ³ A Fish and Wildlife Service (FWS) permit is also needed to haze or handle species managed by FWS that are listed on the Federal endangered species list. | | | | | | |

M.5.6

Euthanasia Policies

The USFWS has a euthanasia policy and requires responsible parties and private contractors to have a similar policy or agree to the USFWS policy. Specific criteria and guidelines will be put forth by the USFWS in its final policy statement (Draft January 1996). Determination to euthanize an organism must be made and subsequently performed by qualified USFWS personnel and

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a veterinarian. Euthanasia may be a consideration when the following circumstances prevail:

- The organism:
 - Fails to meet minimum health requirements for
 - Carries a disease that may be harmful to other
 - Requires rehabilitation that exceeds the capability of available resources;
- Through triage, an animal may become a lower priority species because of many injured organisms or endangered/threatened species, thus making chances for recovery less probable.

M.5.7 Chain of Custody Issues

The USFWS (through its Law Enforcement Division), NMFS, and applicable state trustee agencies will take the lead in tagging injured and dead wildlife. If those organizations are not onsite, personnel should be briefed on tagging collected species and establishing a chain of custody protocol until the resource trustees arrive onsite and relieve them. This must be authorized by USFWS and NMFS unless DoD/USN is the sole trustee. If DoD/USN is the sole trustee, proper chain of custody protocols should be followed.

USFWS and NOAA have similar procedures in place for handling and shipping collected species and samples to ensure data integrity. Good data are necessary for submissible evidence in a court of law. For the Navy, however, other mechanisms should be solidified, preferably before an incident, in the forms of memoranda of understanding, memoranda of agreement, or interagency agreements. These agreements are also important in cases of third party spills where DoD/Navy trust resources are impacted.

M.5.8 Temporary Storage

Temporary storage requirements can be substantial, since recovered carcasses must be kept in a freezer to eliminate possible disease sources and until necessary necropsies, identifications, and samples are made. This area must be identified in consultation with the applicable federal and state natural resource agencies.

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M.5.9 Disposal

Wildlife rehabilitation actions generate large amounts of contaminated water and waste material, including contaminated carcasses. In some states, the waste will be classified as hazardous materials. Any disposal of carcasses is the responsibility of the trustee agency, with expenditures incurred by the spiller. As with other response-generated wastes, disposal facilities and permits must be identified in the preplanning stages to alleviate an undue procedural burden during a response and cleanup. The FRPs include disposal of wildlife requirements. If a Navy facility has a disposal facility shortfall, the NOSC will need to identify additional satisfactory sites. Within the Area Committee, resources and information on disposal sites may be shared and agreed upon among the different parties.

NOAA has developed an "Instruction for the Disposition of Dead and Live Wildlife". This instruction can be found in NOAA's *Shoreline Countermeasures Manual for Temperate Coastal Environments*.

M.6 FACILITY REQUIREMENTS

Tables M-7 and M-8 describe the layout, equipment, and systems required for any facility treating migratory birds and otters, respectively.

| Table M-7 |
|---|
| FACILITY REQUIREMENTS FOR WILDLIFE TREATMENT: MIGRATORY BIRDS ¹ |
| <u>One large central room</u> (preferably gymnasium size) - to house and treat oiled birds. ² |
| <u>Unlimited quantities of warm water</u> (102° to 110°F) - to clean birds; 50 to 100 gallons of water may be required for each bird. |
| <u>Means to dispose of used cleaning solution and rinse water</u> - e.g., sink or shower drains to sewer system or storage tanks for disposal. |
| <u>Means to dispose of medical and solid oily wastes</u> - e.g., units for storage and transport of used syringes, and oiled cleaning rags, bedding, and transport boxes to approved disposal facilities. |
| <u>Good Ventilation</u> - to prevent excessive oil fumes and humidity and to help prevent diseases. |
| <u>Temperature control</u> - to maintain a draft free, warm environment (75°F to 85°F). |

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Electrical capability - minimum 200 amps, 120/240 volts, single-phase service and (if possible) ground-fault interrupts.

Communication system - at least one telephone line or other form of communication located away from wildlife and cleaning activities.

One or more small rooms - to serve as functional areas, including, but not limited to, an office/command post, medical procedures areas, isolation area for diseased birds, volunteer rest area/lounge, and storage.³

An adjacent outdoor area/campground - for storing equipment and conducting activities such as preparing birds for release.⁴

¹ The information in the appendix was obtained from the International Bird Rescue Research Center in Berkeley, California, via Alaska RRT's Wildlife Protection Guidelines for Alaska.

² The wash/rinse area should be a minimum of 40' by 20'; the food preparation area should be a minimum of 20' by 10'. The holding area must be a minimum of 50' by 50' for each 100 birds.

³ Each indoor area should be at least 20' by 20'. The outdoor area (which may need to hold at least 4 pools with individual dimensions of 15' by 10') should be at least 60' by 60'.

⁴ The storage area could be a shed set up in the yard of the facility.

M.7 EQUIPMENT REQUIREMENTS

Each NOSC should work with his/her Area Committee to identify equipment requirements for respective areas.

M.8 SAFETY

Personnel assisting in the deterrence of wildlife or in the capture and rehabilitation of oiled wildlife will follow all of the procedures described in Appendix K of this plan. Such personnel will receive a site safety briefing before engaging in wildlife response operations.

Additionally, all personnel must be thoroughly familiar with all safety issues associated with the wildlife species of concern, and observe all safety precautions specific to wildlife handling. Since the animals being captured and handled may be grossly contaminated with oil or chemicals, personnel and volunteers may be exposed to petroleum hydrocarbons or other harmful substances, and must be adequately clothed and protected. Responders may be required to capture animals in remote and difficult terrain and water environments.

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The wildlife response organization and/or wildlife agencies should be able to provide on-site training in proper methods for animal handling techniques to minimize harm to the animal and to the person handling the animal. Wildlife response organizations should also have a site safety plan that is specific to oiled wildlife response.

Wild birds and animals may view humans as predators. Capturing and handling the animal may stress the animal considerably. Open wounds on hands and arms provide vectors for oily contaminants and disease to enter the human blood system.

Zoonoses are diseases that can be transmitted from animals to humans. Proper hygiene and handling protocols must be maintained to prevent zoonoses. Exposure can occur directly through scratches and bites, or indirectly by contact with feces, blood, contaminated soils, and aerosols.

Diseases transmitted through fecal-oral contact (contaminated feces are transferred to a person's mouth) include *Salmonella*, *Campylobacter* and other enteric (intestinal) bacteria that generally cause diarrhea. *Giardia* is a common parasite that can be encountered, as well as mammalian roundworms. Wearing rubber gloves, washing hands often, and keeping hands away from one's mouth will substantially reduce the risk of fecal-oral disease transmission.

Airborne transmissions include fungi, such as *Aspergillus* (a fungus found in the lungs and airsacs of stressed birds and causes problems to humans when inhaled in large doses). Performing necropsies is the primary means of encountering this particular fungus. *Chlamydia psittaci* is an organism that is transferred via the air and is present in soil and dust contaminated with infected feces (particularly psittacines, pigeons, poultry, and waterfowl). Maintaining good ventilation and wearing protective surgeon's masks are the best ways for eliminating airborne diseases.

The above information on zoonotic diseases was obtained from IBRRC. It is not intended to be a complete listing of all possible zoonoses, but a general guideline.

M.9 SAMPLE OILED WILDLIFE CHECKLIST

M.9.1 Oil Spill Response Checklist: Secondary or Tertiary Response

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Responders who do not have pre-authorization to haze or handle or handle wildlife as part of a spill response must receive authorization from the Federal On-Scene Coordinator and appropriate wildlife resource agencies (i.e., Fish and Wildlife Service, National Marine Fisheries Service, and State trustee agencies) prior to initiating secondary or tertiary response activities. Responders may apply for authorization to haze or handle wildlife by completing Sections I-V of *The Oil Spill Response Checklist* (on the following pages) and submitting it to the Federal On-Scene Coordinator via the NOSC.

Responders who do not have pre-authorization to haze or handle wildlife should note that completing the requested information on this checklist does not satisfy wildlife resource agencies permitting requirements. However, the information contained in the completed checklist should provide wildlife resource agencies with the necessary information to issue requested permits.

Responders who have pre-authorization to conduct wildlife secondary or tertiary response and who choose to initiate such a program should: (1) follow the terms of their permit, and (2) complete Sections I-V of this checklist and submit it to the Federal On-Scene Coordinator within 24-hours following the initiation of the program.

| OIL SPILL RESPONSE | |
|---------------------------------|--|
| OILED WILDLIFE CHECKLIST | |
| I. SPILL DATA | |
| A. | Name of incident: _____ |
| B. | Date of incident: _____ |
| C. | Spill location: _____ latitude; _____ longitude |
| D. | Spill location: land _____; water _____; land and water _____ |
| E. | Distance to nearest water body, if on land: _____ km/mi |
| F. | Product released: Crude _____; Diesel #2 _____; JP8 _____; JP5 _____; JP4 _____; Other _____ |
| G. | Estimated volume of product released: _____ gals/bbls |
| H. | Release status: Stopped _____; Continuing _____; Unknown _____ |
| I. | Is spill: Contained _____; Spreading _____; Unknown _____ |
| J. | Estimated volume of product potentially released: _____ gals/bbls |

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| II. WILDLIFE DATA | | | | |
|--|--|--------|----------|-------|
| SPECIES/SPECIES GROUPS | ESTIMATED NUMBERS OF INDIVIDUALS AT RISK | | | |
| | 1-10 | 11-100 | 101-1000 | >1000 |
| Waterfowl | | | | |
| Seabirds | | | | |
| Shorebirds | | | | |
| Raptors | | | | |
| Sea Otters | | | | |
| Seals | | | | |
| Walrus | | | | |
| Sea lions | | | | |
| Whales | | | | |
| Polar bears | | | | |
| Black/brown bears | | | | |
| Hoofed animals | | | | |
| Furbearers | | | | |
| Sea turtles | | | | |
| Other terrestrial mammals | | | | |
| NOTE: Circle all estimates that are based on field observations since the spill. | | | | |
| III. PRIMARY RESPONSE ACTIONS | | | | |
| Describe any wildlife response actions underway or previously taken for removal of oil food sources and/or deployment of boom to protect important habitats: | | | | |

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IV. SECONDARY OR TERTIARY RESPONSE ACTIONS

A. Describe secondary or tertiary response plan for each species or species group identified in Section II, including objectives, procedures, equipment, number of persons, and location(s):

B. Information on Person in Charge of Secondary or tertiary response

Name:

Affiliation:

Address:

Qualifications:

Telephone number:

Fax number:

C. Information on Secondary or tertiary response Permittee (if different from Section IV.B above)

Permittee:

Affiliation:

Address:

Telephone number:

Fax number:

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| |
|--|
| |
|--|

V. REQUESTOR SIGN-OFF

Signature of requester:

Printed name of requester:

Title of requester:

Requester affiliation:

Requester representing:

Time and Date Request Submitted to Federal On-Scene
Coordinator:

**NOTE: SECTIONS I-V NEED TO BE SUBMITTED TO THE FEDERAL
ON-SCENE COORDINATOR VIA THE NOSC**

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FAX COVER SHEET

FEDERAL ON-SCENE COORDINATOR

Telephone:

FAX Number:

Date:

No. Pages to Follow:

Originator:

**FAX SENT TO THE FOLLOWING AGENCY REPRESENTATIVES (Check
Appropriate Boxes):**

☐ **FISH AND WILDLIFE SERVICE:**

P.O.C.

Fax No.:

Wk Phone:

Hm Phone:

☐ **NATIONAL MARINE FISHERIES SERVICE:**

P.O.C.

Fax No.:

Wk Phone:

Hm Phone:

☐ **STATE AGENCY**

P.O.C.

Fax No.:

Wk Phone:

Hm Phone:

The Federal On-Scene Coordinator has received the attached "Oil Spill Response Checklist: Wildlife Secondary or Tertiary Response." As a representative of an agency with regulatory responsibility for wildlife species affected by the proposed response program, you are requested to complete Section VI of the checklist. **Your decision should be transmitted AS SOON AS POSSIBLE via FAX to the Federal On-Scene Coordinator.**

YOUR RECOMMENDATION REGARDING THIS REQUEST IS APPRECIATED

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VI. AGENCY RESPONSE TO REQUEST

- A. Date and time request received by wildlife resource agency representative(s):

State Agency

Name:

Date:

Time:

Phone #:

Fish and Wildlife Service (FWS)

Name:

Date:

Time:

Phone #:

National Marine Fisheries Service (NMFS)

Name:

Date:

Time:

Phone #:

- B. **State Recommendation/Decision:**

Approve requested program(s) as proposed
Approve requested program(s) with the following
conditions:
Deny requested program(s)

Signature:

Time:

Date:

- C. **FWS Recommendation/Decision:**

Approve requested program(s) as proposed
Approve requested program(s) with the following
conditions:
Deny requested program(s)

Signature:

Time:

Date:

- D. **NMFS Recommendation/Decision:**

Approve requested program(s) as proposed
Approve requested program(s) with the following
conditions:
Deny requested program(s)

Signature:

Time:

Date:

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**VII. FEDERAL AND STATE ON-SCENE COORDINATOR RESPONSE
TO REQUEST**

A. State On-Scene Coordinator's decision regarding wildlife response program:

Request received by State On-Scene Coordinator:

Time:

Date:

Concur with resource agencies

Concur with attached conditions

Do not concur

Signature:

Time:

Date:

B. Federal On-Scene Coordinator's decision regarding response program:

Request received by State On-Scene Coordinator:

Time:

Date:

Concur with resource agencies

Concur with attached conditions

Do not concur

Signature:

Time:

Date:

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M.10 REFERENCES

Guidance for Oiled Wildlife Care (CA OSPR 1993)

Alaska Regional Response Team, Oiled Wildlife Guidelines

American Society for Testing and Materials (ASTM) Standard 1987

International Bird Rescue and Research Center Contingency Plan,
Berkeley, CA. 1994.

NOAA. An Introduction to Coastal Habitats and Biological
Resources for Oil Spill Response. Hazardous Materials
Assessment and Response Division, National Oceanic and
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31.

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Appendix N
BIBLIOGRAPHY

N.1 BIBLIOGRAPHY

Listed below is a bibliography that may assist the NOSC in further developing response strategies, regulatory insights, and in depth discussions pertaining to spill response. Following the bibliography is a brief synopsis of the application of the specific reference.

- 33 CFR 154. RESPONSE PLANS. U.S. DEPARTMENT OF TRANSPORTATION (COAST GUARD). FEDERAL REGISTER OF 5 FEB 1993. The Coast Guard regulation on facility response plans for marine transportation-related facilities.
- 40 CFR 112. OIL POLLUTION PREVENTION. U.S. ENVIRONMENTAL PROTECTION AGENCY. FEDERAL REGISTER OF 17 FEB 1993. The EPA proposed regulation on facility response plans for non-transportation-related facilities.
- 49 CFR 171. OIL SPILL PREVENTION AND RESPONSE PLANS. U.S. DEPARTMENT OF TRANSPORTATION (RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION). FEDERAL REGISTER OF 2 FEB 1993. The RSPA regulation on facility response plans for bulk packaging (tank cars and tank trucks).
- 49 CFR 194. RESPONSE PLANS FOR ONSHORE OIL PIPELINES. U.S. DEPARTMENT OF TRANSPORTATION (RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION). FEDERAL REGISTER OF 5 JAN 1993. The RSPA regulation on facility response plans for pipelines off a facility's property.
- CHEMICAL HAZARD RESPONSE INFORMATION SYSTEM (CHRIS), VOLUME I: CONDENSED GUIDE TO CHEMICAL HAZARDS. COMMANDANT INSTRUCTION M16465.11B. U.S. COAST GUARD. 2 NOV 1992. A single-volume quick reference of MSDS-type information on numerous chemicals, including some fuels and oils. Has CHRIS codes, 3-letter codes for each chemical. Available by credit card via phone from Superintendent of Documents, (202) 783-3238; stock #050-012-00328-9; (\$39 in 1993).

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CHEMICAL HAZARD RESPONSE INFORMATION SYSTEM (CHRIS), VOLUME II: HAZARDOUS CHEMICAL DATA. COMMANDANT INSTRUCTION M16465.12B. U.S. COAST GUARD. 2 NOV 1992. A massive, unbound, detailed reference of MSDS-type information on numerous chemicals, including some fuels and oils. Has CHRIS codes, 3-letter codes for each chemical. Available by credit card over the phone from Superintendent of Documents, (202) 783-3238; stock #050-012-00329-7; (\$50 in 1993).

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MEMORANDUM OF UNDERSTANDING BETWEEN THE SECRETARY OF TRANSPORTATION AND THE ADMINISTRATOR OF THE ENVIRONMENTAL PROTECTION AGENCY. SIGNED 24 NOV 1971. PUBLISHED AT 36 FR 24080. This agreement establishes the types of facilities that are transportation-related (DOT regulated) and the types that are non-transportation-related (EPA regulated). For OPA 90 purposes, its main significance is that it sets the jurisdictional boundaries between a marine transportation-related facility (USCG regulated) and an associated oil storage facility (EPA regulated). The boundary is the valve furthest from the tank(s) but still inside secondary containment if such containment exists, and the valve or manifold nearest the tank(s) otherwise.

NAVAL OIL SPILLS ANNUAL REPORT. NAVAL FACILITIES ENGINEERING SERVICE CENTER, CODE 413. An annual report on Navy oil

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spills occurring in the previous fiscal year. Data is presented by type of installation and by spill cause.

NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 12-92. U.S. COAST GUARD. Documentation of the USCG classification program for Oil Spill Removal Organizations (OSROs), i.e., response contractors.

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NATIONAL PREPAREDNESS-FOR-RESPONSE EXERCISE PROGRAM (PREP) GUIDELINES. U.S. COAST GUARD. AUG1994. Guidelines for the PREP program. Any facility intending to follow PREP in lieu of individual regulation exercise requirements must use this document to understand commitments resulting from its use. Available by request from the Coast Guard: (202) 267-2616.

TRAINING REFERENCE FOR OIL SPILL RESPONSE DEPARTMENT OF TRANSPORTATION, ENVIRONMENTAL PROTECTION AGENCY, DEPARTMENT OF INTERIOR, AUGUST 1994, In depth training guidelines for spill response. Specific PREP requirements and sample training lesson plans are included. Available by request from the Coast Guard: (202) 267-2616.

NOTE: The NOAA documents listed below may be obtained through the NOAA/HAZMAT Headquarters Office in Seattle, WA.

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Appendix O
GLOSSARY & ACRONYMS

O.1 GLOSSARY

This section of the plan contains definitions of terms and phrases used in this plan. The definitions conform to those provided in the applicable regulations and Navy guidance and policy documents.

DEFINITIONS

Adverse Weather: The weather conditions that make it difficult for response equipment and personnel to cleanup or remove spilled oil.

These weather conditions will be considered when identifying response systems and equipment in a response plan for the applicable operating environment. Factors to consider include significant wave height, icy conditions, temperatures, weather-related visibility, and currents within the U.S. Coast Guard Captain of the Port zone in which the systems or equipment are intended to function.

The weather conditions considered by the operator in identifying the response systems and equipment to be deployed in accordance with a response plan, including wave height, ice, temperature, visibility, and currents within the inland or Coastal Response Zone (as defined in the National Contingency Plan, 40 CFR 300) in which those systems or equipment are intended to function.

Alteration: Any work on a tank or related equipment involving cutting, burning, welding, or heating operations that changes the physical dimensions or configuration of a tank.

Branch: An organization that has functional/geographic responsibility for a major segment of the incident operation, e.g., the Transportation Branch of the Logistics Section. The branch level is organizationally between the section and division/group.

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Breakout Tank: A tank used to:

- (1) relieve surges in an oil pipeline system or
- (2) receive and store oil transported by a pipeline for reinjection and continued transportation by pipeline.

Captain of the Port (COTP) Zone:

A zone specified in 33 CFR part 3 and, where applicable, the seaward extension of that zone to the outer boundary of the Exclusive Economic Zone (EEZ).

Coastal Zone: All United States waters subject to the tide, United States waters of the Great Lakes and Lake Champlain, specified ports and harbors on inland rivers, waters of the contiguous zone, other waters of the high seas subject to the National Contingency Plan, and the land surface or land substrate ground waters, and ambient air proximal to those waters. The term "coastal zone" delineates an area of federal responsibility for response action. Precise boundaries are determined by agreement between the Environmental Protection Agency and the U.S. Coast Guard and are identified in Federal Regional Contingency Plans and Area Contingency Plans.

Compensable values:

The values that humans have for services provided by resources including, but not limited to, commercial, ecological, special significance, and passive uses.

Complex Facility: A facility possessing a combination of transportation-related and non-transportation-related components that are subject to the jurisdiction of more than one Federal agency under section 311(j) of the Clean Water Act.

Contracts or other approved means:

- (1) A written contractual agreement with a response contractor that identifies and ensures the availability of the necessary personnel or equipment within appropriate response times;

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- (2) A written certification by the owner or operator that the necessary personnel and equipment resources, owned or operated by the facility owner or operator, are available to respond to a discharge within appropriate response times;
- (3) Active membership in a local or regional oil spill removal organization that has identified and ensures adequate access through such membership to necessary personnel and equipment to respond to a discharge within appropriate response times in the specified geographic areas; or
- (4) Other specific arrangements approved by the EPA Regional Administrator upon request of the owner or operator.

Damages:

The amount of money calculated to compensate for injury to, destruction of, or loss of use of natural resources, including the reasonable costs of assessing or determining the damage, which shall be recoverable by the United States, State, Indian tribe, or a foreign trustee.

Discharge:

Average Most Probable:

[USCG] A discharge of the lesser of 50 barrels or 1 percent of the volume of the worst case discharge.

Maximum Most Probable:

[USCG] A discharge of the lesser of 1,200 barrels or 10 percent of the volume of a worst case discharge.

Medium Spill:

[EPA] Any spill volume greater than a small spill but equal to or less than 36,000 gallons, 10 percent of the capacity of the largest above ground storage tank, **or the worst case discharge, whichever is less.**

Small Spill:

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[EPA] Any spill volume less than or equal to 2,100 gallons but not to exceed the calculated worst case discharge.

Worst Case:

[EPA] For an onshore non-transportation-related facility, the largest foreseeable discharge in adverse weather conditions, based on the factors described in to 40 CFR part 112, Appendix D.

[RSPA] The largest foreseeable discharge of oil, including a discharge from fire or explosion in adverse weather conditions. This volume will be determined by each pipeline operator for each response zone and is determined as follows:

- (1) The pipeline's maximum release in time expressed in hours, plus the maximum shutdown response time in hours (based on historic discharge data or in the absence of such data, the operator's best estimate) multiplied by the maximum flow rate expressed in barrels per hour (based on the maximum daily capacity of the pipeline), plus the largest line drainage volume after shutdown of the line section(s) in the response zone expressed in barrels; or
- (2) The largest foreseeable discharge for the line section(s) within a response zone, expressed in barrels, based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective or preventive action taken; or
- (3) If the response zone contains one or more breakout tanks, the capacity of the single largest tank or battery of tanks within a single secondary containment system adjusted for the capacity or size of the secondary containment system, expressed in barrels.

[USCG] For and on shore facility and deepwater port, the largest foreseeable discharge in adverse weather conditions meeting the following requirements:

- (1) The loss of the entire capacity of all in-line and breakout tank(s) needed for the continuous operation of the pipelines used for the purposes of handling or transporting

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oil, in bulk to or from a vessel regardless of the presence of secondary containment;
plus

- (2) The discharge from all piping carrying oil between the marine transfer manifold and the non-transportation-related portion of the facility. The discharge from each pipe is calculated as follows: The maximum time to discover the release from the pipe in hours, plus the maximum time to shut down flow from the pipe in hours (based on historic discharge data or the best estimate in the absence of historic discharge data for the facility) multiplied by the maximum flow rate expressed in barrels per hour (based on the maximum relief valve setting or maximum system pressure when relief valves are not provided) plus the total line drainage volume expressed in barrels for the pipe between the marine manifold and the non-transportation-related portion of the facility; and
- (3) For a mobile facility, the loss of the entire contents of the container in which the oil is stored or transported.

Environmentally Sensitive Area:

An area of environmental importance which is in or adjacent to navigable waters.

Exclusive Economic Zone (EEZ):

The zone contiguous to the territorial sea of the United States extending to a distance up to 200 nautical miles from the baseline from which the breadth of the territorial sea is measured.

Facility Incident Commander (FIC):

The individual who is responsible for the management of incident operations up to the limits of the facility to respond. Under Navy policy the FIC and Facility Qualified Individual will be designated the same person.

Facility Qualified Individual (FQI):

The English-speaking representative of the facility (base), located in the United States, available on a 24-hour basis, with full authority

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to: activate and contract with required oil spill removal organization(s); activate personnel and equipment maintained by the operator; act as liaison with the OSC; and obligate any funds required to carry out all required or directed oil spill activities. Under Navy policy, the FQI and FIC will be the same person.

Facility that could reasonably be expected to cause significant and substantial harm:

[EPA] Any facility that has the potential to cause substantial harm as determined by the EPA Regional Administrator. The following additional factors are considered:

- Proximity to environmental areas of concern defined in 40 CFR 112, Appendix C;
- Frequency of past spills;
- Proximity to navigable waters;
- Age of oil storage tanks; and
- Other facility-specific and Region-specific impacts on public health

[RSPA] Any pipeline that is greater than 6 inches in outside nominal diameter, greater than 10 miles in length, and the line section:

- has experienced a release greater than 1,000 barrels within the previous five years;
- has experienced two or more reportable releases, as defined in 49 CFR 195.50, within the previous five years;
- contains any electric resistance welded pipe, manufactured prior to 1970, operates at a maximum operating pressure established under 49 CFR 195.406 that corresponds to a stress level greater than 50 percent of the specified minimum yield strength of the pipe;
- is located within a five mile radius of potentially affected public drinking water intakes and could reasonably be expected to reach public drinking water intakes; or
- is located within a one mile radius of potentially affected environmentally sensitive areas, and could reasonably be expected to reach these areas.

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[USCG] Any marine transportation-related facility (including piping and any structures that are used for the transfer of oil between a vessel and the facility) classified as a "significant and substantial harm" facility under 33 CFR 154.1015 (c) including a facility specifically designated by the COTP under 33 CFR 154.1016(a).

Facility that could reasonably be expected to cause substantial harm:

[EPA]

- (1) A facility that transfers oil over water to or from vessels and has a total storage capacity greater than or equal to 42,000 gallons; or
- (2) A facility with a total oil storage capacity greater than or equal to one million gallons and with one of the following true:
 - The facility does not have secondary containment for each aboveground storage area sufficiently large to contain the capacity of the largest aboveground storage tank within each storage area;
 - The facility is located at a distance (as calculated using the appropriate formula in 40 CFR 112 Attachment C-III or an alternative formula considered acceptable by the Regional Administrator) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments as defined in 40 CFR 112 Appendix C;
 - The facility is located at a distance as calculated using the appropriate formula in 40 CFR 112 Attachment C-III or an alternative formula considered acceptable by the Regional Administrator such that a discharge from the facility would shut down a public drinking water intake; or
 - The facility has had a reportable spill in an amount greater than or equal to 10,000 gallons within the last five years.

[RSPA] Not defined.

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[USCG] Any marine transportation-related facility classified as a "substantial harm" facility under 33 CFR 154.1015(b) including a facility specifically designated by the COTP under 33 CFR 154.1016(a).

Federal On-Scene Coordinator (FOSC):

The Federal Official designated by the Administrator of the EPA or by the Commandant of the USCG to coordinate and direct federal response under subpart D of the National Contingency Plan (40 CFR part 300). The DOD is designated as the FOSC for all DOD hazardous substance spill response.

Great Lakes:

Lakes Superior, Michigan, Huron, Erie, and Ontario, their connecting and tributary waters, the Saint Lawrence River as far as Saint Regis, and adjacent port areas.

Group:

A functional division (e.g., security, search and rescue)

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High Volume Area: An area where an oil pipeline having a nominal outside diameter of 20 inches or more crosses a major river or other navigable water, which, because of the velocity of the river flow and vessel traffic on the river, would require a more rapid response in case of a worst case discharge or substantial threat of such a discharge. 49 CFR part 194, Appendix B contains a list of some of the high volume areas in the United States.

Incident Action Plan (IAP):

The plan, which is initially prepared at the first staff meeting after an oil spill occurs, that contains the general control objectives reflecting the overall strategy, and specific action plans for the next operational period. When complete, the incident action plan will have a number of attachments.

Incident Command System (ICS):

A system for controlling personnel, facilities, equipment, and communications during emergency response. The system is designed to begin developing from the time an incident occurs until the requirement for management and operations no longer exists. This system can be utilized for any type or size emergency, ranging from a minor spill to a major emergency response. It also allows for the timely combination of resources from different agencies/contractors.

Injury:

A measurable adverse change, either long or short term, in the chemical or physical quality or the viability of a natural resource resulting either directly or indirectly from exposure to a discharge of oil.

Inland Area:

The area inland of the boundary lines defined in 46 CFR Part 7, except in the Gulf of Mexico. In the Gulf of Mexico, the area inland of the lines of demarcation (COLREG lines) defined in 33 CFR §§ 80.740 through 80.850. The inland area does not include the Great Lakes.

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Inland Zone: The environment inland of the coastal zone excluding the Great Lakes, Lake Champlain, and specified ports and harbors on inland rivers. The term inland zone delineates an area of federal responsibilities for response actions. Precise boundaries are determined by agreements between the Environmental Protection Agency and U.S. Coast Guard and are identified in the Federal Regional Contingency Plans.

Line Section: A continuous run of pipe that is contained between adjacent pressure pump stations, between a pressure pump station and a terminal or breakout tank, between a pressure pump station and a block valve, or between adjacent block valves.

Major River: A river that, because of its velocity and vessel traffic, would require a more rapid response in case of a worst case discharge. For a list of rivers see "*Rolling Rivers, An Encyclopedia of America's Rivers*," Richard A Bartlett, Editor, McGraw-Hill Book Company, 1984.

Marine Transportation-Related Facility (MTR):

Any offshore facility or segment of a complex regulated under section 311(j) of the Federal Water Pollution Control Act (FWPCA) by two or more Federal agencies including piping and any structure used or intended to be used to transfer oil to or from a vessel, subject to regulation under 33 CFR. For a facility or segment of a complex regulated by two or more Federal agencies under section 311(j) of the FWPCA, the marine transportation-related portion of the complex extends from the facility oil transfer system's connection with the vessel to the first valve inside the secondary containment surrounding tanks in the non-transportation-related portion of the facility or, in the absence of secondary containment, to the valve or manifold adjacent to the tanks comprising the non-transportation-related portion of the facility, unless another location has otherwise been agreed to by the COTP and the appropriate Federal official.

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Maximum extent practicable:

[Non-transportation-related facility] The limitations used to determine oil spill planning resources and response times for on-water recovery, shoreline protection, and cleanup for worst case discharges from onshore non-transportation-related facilities in adverse weather. The appropriate limitations for such planning are available technology and the practical and technical limits on an individual facility owner or operator.

[Transportation-related facility] The planned capability to respond to a worst case discharge in adverse weather, as contained in a response plan that meets the criteria in 33 CFR or in a specific plan approved by the cognizant COTP.

[Pipeline] The limits of available technology and the practical and technical limits on a pipeline operator in planning the response resources required to provide the on-water recovery capability and the shoreline protection and cleanup capability to conduct response activities for a worst case discharge from a pipeline in adverse weather.

Natural Resource Damage Assessment (NRDA):

The process by which trustees determine if a resource has been injured and the loss associated with that injury, in order to effect restoration.

Natural resources:

Land, fish, wildlife, biota, air, water, ground water, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by the United States (including the resources of the exclusive economic zone), and State or local government or Indian tribe or foreign government.

Navigable Waters:

The waters of the United States, including the territorial sea and such waters which are used for recreation and waters from which fish or shell

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fish are taken and sold in interstate or foreign commerce.

Navy On-Scene Coordinator (NOSC):

The NOSC is the Navy official predesignated to coordinate Navy OHS pollution contingency planning and direct Navy OHS pollution response efforts in a preassigned area. Shoreside NOSCs are normally the numbered fleet commanders who direct fleet operations within assigned ocean areas. The NOSC is the Federal OSC for Navy HS releases. The NOSC will act as the QI and incident commander for spills outside areas assigned to FICs, and as incident commander for spills beyond the capability of a FIC.

Nearshore Area: The area extending seaward 12 miles from the boundary lines defined in 46 CFR part 7, except in the Gulf of Mexico. In the Gulf of Mexico, the area extending seaward 12 miles from the line of demarcation (COLREG lines) as defined in 33 CFR §§ 80.740 through 80.850.

Non-Petroleum Oil:

Oil of any kind that is not petroleum-based. This category includes, but is not limited to, animal and vegetable oils.

Ocean: The offshore area and nearshore area as defined in 33 CFR.

Offshore Area: The area beyond 12 nautical miles measured from the boundary lines defined in 46 CFR part 7 seaward to 50 nautical miles, except in the Gulf of Mexico. In the Gulf of Mexico, the area beyond 12 nautical miles of the line of demarcation (COLREG lines) defined in 33 CFR §§ 80.740 through 80.850 of this chapter extending seaward to 50 nautical miles.

Oil: Oil of any kind or in any form, including, but not limited to, petroleum oil, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredge spoil.

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Oil Groups:

Non-Persistent or Group I Oil:

A petroleum-based oil that, at the time of shipment, consists of hydrocarbon fractions

- (1) At least 50% of which by volume, distill at a temperature of 340 degrees C (645 degrees F); and
- (2) At least 95% of which by volume, distill at a temperature of 370 degrees C (700 degrees F).

Persistent oil:

A petroleum-based oil that does not meet the distillation criteria for a non-persistent oil. For the purposes of 33 CFR subpart F, persistent oils are further classified based on specific gravity as follows:

- (1) Group II : specific gravity less than 0.85
- (2) Group III: specific gravity between 0.85 and less than 0.95
- (3) Group IV: specific gravity from 0.95 and to and including 1.00
- (4) Group V: specific gravity greater than 1.00

Oil Spill Removal Organization (OSRO):

An entity that provides response resources.

Onshore Oil Pipeline Facilities:

New and existing pipe, right-of-ways, and any equipment, facility, or building used in the transportation of oil located in, on, or under any land within the United States other than submerged land.

Operating Area: Geographic location(s), such as Rivers and Canals, Inland, Great Lakes, or Offshore, in which a facility is handling, storing, or transporting oil.

Operating Environment:

Rivers and Canals, Inland, Great Lakes, or Ocean. These terms are used to define the conditions in which response equipment is designed to function.

Operating in Compliance with the Plan:

Operating in compliance with the provisions of 33 CFR Subpart F which include ensuring the

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availability of the response resources by contract or other approved means, and conducting the necessary training and drills.

Operator: A person who owns or operates onshore oil pipeline facilities.

Passive use values:

The values placed on those resources that are not normally associated with a monetary value, such as an endangered species, migratory birds, national parks, etc.

Pipeline: All parts of an onshore pipeline facility through which oil moves, including, but not limited to, line pipe, valves, and other appurtenances connected to line pipe, pumping units fabricated assemblies associated with pumping units, metering and delivery stations and fabricated assemblies therein, and breakout tanks.

Repair: Any work necessary to maintain or restore a tank or related equipment to a condition suitable for safe operation.

Response Activities:

The containment and removal of all oil and/or hazardous substances from the land, water, and shorelines, the temporary storage and disposal of recovered oil, or the taking of other actions as necessary to minimize or mitigate damage to the public health or welfare or the environment.

Response Area: The inland zone or coastal zone, as defined in this plan.

Response Plan: The operator's core plan and the response zone appendices for responding to the maximum extent practicable, to a worst case discharge of oil and/or hazardous substances, or the substantial threat of such a discharge.

Response Resources:

The personnel, equipment, supplies, and other capabilities necessary to perform the response activities identified in a response plan.

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Response Zone: A geographic area either along a length of pipeline or including multiple pipelines, containing one or more adjacent line sections, for which the operator must plan for the deployment of, and provide spill response capabilities. The size of the zone is determined by the operator after considering available capability, resources, and geographic characteristics.

Rivers and Canals:

A body of water confined within the inland area, including the Intracoastal Waterways and other waterways artificially created for navigation, that has a project depth of 12 feet or less.

Specified Minimum Yield Strength:

The minimum yield strength, expressed in pounds per square inch, prescribed by the specification under which the material is purchased from the manufacturer.

Spill Management Team:

The personnel identified in the organizational structure to manage response plan implementation.

Stress Level: The level of tangential or hoop stress, usually expressed as a percentage of specified minimum yield strength.

Substantial Threat of a Discharge:

Any incident or condition involving a facility that may create a risk for discharge of oil. Such incidents include, but are not limited to, storage tank or piping failures, above ground or underground tank or pipeline leaks, fires, explosions, flooding, spills contained within the facility, or other similar occurrences.

Unit:

The organizational element having functional responsibility for a specific incident planning, logistic, or finance activity.

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O.2 ACRONYMS

The following is a list of acronyms associated with oil and hazardous substance spill response. Some are included in this plan while others are provided for reference purposes.

| | |
|------------|--|
| AC | Area Committee |
| ACOS | Assistant Chief of Staff |
| ACP | Area Contingency Plan |
| ANSI | American National Standards Institute |
| API | American Petroleum Institute |
| AST | Aboveground storage tank |
| BOA | Basic Ordering Agreement |
| CAA | Clean Air Act |
| CDO | Command Duty Officer |
| CERCLA | Comprehensive Environmental Response, Compensation, and Liability Act |
| CFR | Code of Federal Regulations |
| CHRIS | Chemical Hazards Response Information System |
| CNO | Chief of Naval Operations |
| CO | Commanding Officer |
| COE | Corps of Engineers (U.S. Army) |
| COFR | Certificate of Financial Responsibility |
| COMNAVBASE | Commander Naval Base |
| CONUS | Continental United States |
| COTP | Captain of the Port |
| CWA | Clean Water Act |
| DFM | Diesel fuel, marine |
| DLA | Defense Logistics Agency |
| DOC | U.S. Department of Commerce |
| DOD | U.S. Department of Defense |
| DOE | U.S. Department of Energy |
| DOI | U.S. Department of the Interior |
| DOJ | U.S. Department of Justice |
| DOL | U.S. Department of Labor |
| DON | U.S. Department of the Navy |
| DOS | U.S. Department of State |
| DOT | U.S. Department of Transportation |
| DRAT | District Response Advisory Team |
| DRG | District Response Group (USCG) |
| DRMO | Defense Reutilization and Marketing Office |
| EEZ | Exclusive Economic Zone |
| EFA | Engineering Field Activity (of NAVFAC) |

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| EFD | Engineering Field Division (of NAVFAC) |
| EHS | Extremely hazardous substance |
| EO | Executive Order |
| EOC | Emergency Operations Center |
| EPA | U.S. Environmental Protection Agency |
| EPCRA | Emergency Planning and Community Right-to-Know Act |
| ERAP | Emergency Response Action Plan (of FRP) |
| ERT | Environmental Response Team |
| ESI | Environmental Sensitivity Index |
| ESA | Endangered Species Act |
| | |
| FEMA | U.S. Federal Emergency Management Agency |
| FIC | Facility Incident Commander |
| FOSC | Federal On-Scene Coordinator |
| FQI | Facility Qualified Individual |
| FR | Federal Register |
| FRERP | Federal Radiological Emergency Response Plan |
| FWPCA | Federal Water Pollution Control Act |
| FY | Fiscal year |
| | |
| GSA | General Services Administration |
| | |
| HAZMAT | Hazardous material |
| HHS | U.S. Department of Health and Human Services |
| HM | Hazardous material |
| HS | Hazardous substance |
| HW | Hazardous waste |
| | |
| IC | Incident Commander |
| ICS | Incident Command System |
| IFO | Intermediate fuel oil |
| IMO | International Maritime Organization |
| IR | Installation Restoration (program) |
| | |
| JAG | Judge Advocate General |
| JIC | Joint Information Center |
| JP | Jet Petroleum |
| | |
| LEPC | Local Emergency Planning Committee |
| | |
| MARAD | Maritime Administration |
| MARPOL | International Convention for the Prevention of Pollution from Ships |
| MGO | Marine gas oil |
| MMS | Minerals Management Service |
| MOA | Memorandum of Agreement |

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| MOU | Memorandum of Understanding |
| MSC | Military Sealift Command |
| MSDS | Material Safety Data Sheet |
| MSRC | Marine Spill Response Corporation |
| MTR | Marine Transportation Related |
| | |
| NAVFAC | Naval Facilities Engineering Command |
| NAVPETOFF | Naval Petroleum Office |
| NCP | National Oil and Hazardous Substances Pollution |
| Contingency Plan | |
| NFESC | Naval Facilities Engineering Service Center |
| NIOSH | National Institute for Occupational Safety and |
| Health | |
| NOAA | National Oceanic and Atmospheric Administration |
| NOSC | Navy On-Scene Coordinator |
| NPF | National Pollution Fund |
| NPRM | Notice of Proposed Rulemaking |
| NRC | National Response Center (USCG) |
| NRC | National Response Corporation |
| NRDA | Natural Resource Damage Assessment |
| NRS | National Response System |
| NRT | National Response Team |
| NSCC | National Scheduling Coordinating Committee |
| NSF | USCG National Strike Force |
| NSFCC | USCG National Strike Force Coordination Center |
| (Elizabeth City, NC) | |
| NVIC | USCG Navigation and Inspection Circular |
| OHS | Oil and hazardous substances |
| OIC | Officer in Charge |
| OPA 90 | Oil Pollution Act of 1990 (Public Law 101-380 of |
| 18 Aug 90) | |
| OPCON | Operational Control |
| OPREP | Operational Report |
| OSC | On-Scene Coordinator |
| OSRO | Oil Spill Removal Organization (classified by |
| NSFCC) | |
| OSRV | Oil Spill Response Vessel |
| OSHA | Occupational Safety and Health Administration |
| | |
| PA | Pollution Abatement (funds) |
| PAO | Public Affairs Office |
| PIAT | Public Information Assist Team |
| PLA | Plain Language Address (Navy jargon) |
| POC | Point of contact |
| POTW | Publicly Owned Treatment Works |
| PPE | Personal protective equipment |
| PREP | Preparedness-for-Response Exercise Program (USCG) |

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| | |
|----------------|---|
| QI | Qualified Individual |
| RA | Regional Administrator (EPA) |
| RCP | Regional Contingency Plan |
| RCRA | Resource Conservation and Recovery Act |
| RP | Responsible Party |
| RPM | Remedial Project Manager |
| RQ | Reportable quantity (of hazardous substances) |
| RQI | Regional Qualified Individual |
| RRC | Regional Response Center |
| RRT | Regional Response Team |
| RSPA | Research and Special Programs Administration |
| SARA 1986 | Superfund Amendments and Reauthorization Act of 1986 |
| SDWA | Safe Drinking Water Act of 1986 |
| SECDEF | Secretary of Defense |
| SECNAV | Secretary of the Navy |
| SERC | State Emergency Response Commission |
| SIC | Standard Industrial Classification (codes) |
| SONS | Spill of National Significance |
| SPCC (plan) | Spill Prevention, Control, and Countermeasures plan |
| SSC | Scientific Support Coordinator (NOAA) |
| SUPSALV | Supervisor of Salvage (Navy) |
| SWDA | Solid Waste Disposal Act |
| TSCA | Toxic Substance Control Act |
| UCS | Unified Command System |
| UIC | Uniform Identification Code |
| USCG | U.S. Coast Guard |
| USDA | U.S. Department of Agriculture |
| USFWS | U.S. Fish and Wildlife Service |
| USNPS | U.S. National Park Service |
| UST | Underground Storage Tank |
| VOSS | Vessel of Opportunity Skimmer System |
| VRP | Vessel Response Plan |

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Appendix P

U.S. NAVY ADMIRALTY CLAIMS GUIDANCE

**DEPARTMENT OF THE NAVY
OFFICE OF THE JUDGE ADVOCATE GENERAL**

Admiralty Division
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Alexandria, VA 22332-2400
(703) 325-9744/DSN 221-9744
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U.S. Navy Admiralty Claims

The Admiralty Division of the Office of the Judge Advocate General is responsible for adjudicating all tort claims within the admiralty jurisdiction arising from the operation of Department of the Navy vessels or otherwise involving naval personnel or property. A brief discussion follows about the authority and procedures governing the Navy's administrative claims adjudication practice.

The Secretary of the Navy has authority, pursuant to section 7622 of Title 10 of the United States Code (1988), to settle admiralty claims for damage caused by a U.S. Navy vessel or other property of the U.S. Navy, or by a maritime tort committed by an agent or employee of the U.S. Navy, where legal liability exists and the matter is not in litigation. The Secretary's authority is subject to a two-year limitation period, which is not extended by the filing of a claim or by any correspondence or negotiations related to a claim. In other words, a claim must be approved for payment within two years of the date on which it arose. Notice of this two-year limitation period is provided to the public at section 752.3(d) of Title 32 of the Code of Federal Regulations (1994).

Further, law suits against the United States based upon maritime torts committed by agents or employees of the Navy, or for damages caused by a Navy vessel, must be brought under either the Suits in Admiralty Act, appendix sections 741-752 of Title 46 of the United States Code, (1988), or the Public Vessels Act, appendix sections 781-790 of Title 46 of the United States Code, (1988). Both of these statutes contain two-year limitation periods running from the date of the event upon which a suit is based. These statutes specify that a United States District Court is the only proper forum for such litigation.

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No particular form is needed to assert a claim of this nature; however, every claim must be in writing, signed by the claimant or the claimant's representative, and must state the sum certain amount being demanded from the United States. Furthermore, a claimant bears the burden of providing supporting evidence from which Navy liability and the full measure of damage can be determined with a reasonable degree of certainty. Claims may be mailed to the Admiralty Division at the letterhead address; for convenience, our fax number is also included.

Claims are adjudicated according to the "probable results of litigation," 32 CFR § 752.2(c). That is, the claimant is entitled to recover only those sums that would be expected to be awarded by a Federal court, were the case to be litigated. When the claimant and the Navy agree on a settlement amount, a U.S. Treasury check is obtained and provided to the claimant in exchange for a release from further liability.